

# NORTH METRO TELECOMMUNICATIONS COMMISSION MEETING

June 15, 2022

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. 1-26](#)
  - a. Minutes of regular meeting of March 16, 2022
  - b. Minutes of Operations Committee meeting of April 5, May 3, and May 31, 2022
  - c. Minutes of Executive Committee meeting of June 1, 2022
  - d. March 2022, and April and May 2022 financial reports and bill lists
5. Executive Director Report
  - a. Quarterly Report [pp. 27-34](#)
6. Legal Counsel Report
  - a. Quarterly Report
7. Old Business
8. New Business
  - a. 2023 NMTC Budget [pp. 35-48](#)
  - b. New On-Boarding Materials [pp. 49-79](#)
9. Recommended Reading [pp. 80-99](#)
10. Community Calendar
  - A. Next Meeting Dates:
    - a. Operations Committee – September 6, 2022
    - b. Executive Committee – September 7, 2022
    - c. Cable Commission – September 21, 2022
11. Adjournment

# **NORTH METRO TELECOMMUNICATIONS COMMISSION**

## **UNAPPROVED MINUTES**

**Commission Meeting – March 16, 2022**

### **CALL TO ORDER**

Vice Chair D. Stoesz called the regular meeting of the North Metro Telecommunications Commission to order at 6:00 p.m.

### **ROLL CALL**

**Directors Present:** Dale Stoesz; Lino Lakes, Barbara Goodboe-Bisschoff; Spring Lake Park, Jesse Wilken; Ham Lake, Chris Massoglia; Blaine

**Directors Absent:** D. Love; Centerville, Steve McChesney; Circle Pines, Brandon Winge; Lexington,

**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 December 15, 2021 NMTC meeting minutes, January 4, February 1, and March 4, 2022 Operations Committee meeting minutes, March 2, 2022 Executive Committee Minutes and the December, January and February bill lists and financial reports were approved as presented. **Motion for approval made by B. Goodboe-Bisschoff. Second, J. Wilken. Motion passed unanimously.**

### **REPORT OF EXECUTIVE DIRECTOR**

H. Arnson reported on the following items:

- Upgrades to city channels have been completed for all cities that requested them. The new layout better features video and community messages with additional choices for weather, time, and social media feeds. It is a design that provides a variety of informational sources that can be tailored to each city's needs.
- NMTV has produced 210 programs over the last three months including city meetings, high school sports, including sectional and state tournaments, local news, and municipal programs like Mayor's Minutes, a series of programs with the Blaine Police Department, and the recent Guns N Hoses fundraiser event.
- Four new classes about cowboy themes have been added to NMTV's on-line library. They include King of the Cowboys: Strong and Silent, Singing Cowboys, B Western Star Randolph Scott, and John Wayne. Over the last three months the website has registered 17,687 views of classes offered.
- Staff is starting work on a three to five year strategic plan for North Metro TV. The goal is to find the best way to provide desired services to stakeholders in the most cost effective manner.
- A big goal for the year is to start providing closed captioning on all NMTV produced programs. Two services have been tested on the system. There were some technical difficulties related to streaming devices. Staff is working with the captioning providers to solve those problems. Once the technical issues are resolved, more tests will take place, with a goal of introducing closed captioning by June.

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

- The Supreme Court declined to review the 6<sup>th</sup> Circuit Court's decision regarding the FCC 621 Order. It was noted that the appeal of the Order to the 6th Circuit did result in some favorable results for cities, primarily that costs to be considered franchise fees could only be assessed at marginal costs and not market rates. M. Bradley noted that a plain English summary of the case was included in the packet. Action could be taken by the FCC or Congress to overturn or alter the Order. The Cable Commission could take action to support the Protect Community Television Act.
- The Biden nominee to the FCC just moved out of Committee, and now will move to a full Senate confirmation hearing.

#### **OLD BUSINESS**

There was no old business

### **NEW BUSINESS**

- Recommendations were made for members of the 2022 Executive Committee. At the meeting, Dale Stoesz, Brandon Winge, Julie Jeppson and Barbara Goodboe-Bishoff indicated a willingness to serve. If no other candidates are interested in serving on the Committee it is recommended that Dale Stoesz serve as Chair, Barbara Goodboe-Bishoff serve as Vice Chair, Brandon Winge serve as Treasurer, and Julie Jeppson serve as Secretary.

**MOTION:** To approve Dale Stoesz as the Chair, Barbara Goodboe-Bishoff as the Vice Chair, Brandon Winge as the Treasurer, and Julie Jeppson as the Secretary of the 2022 Cable Commission. **Motion for approval made by D. Stoesz. Second, C. Massoglia. Motion passed unanimously.**

- The annual fee disbursement to cities was considered.

**MOTION:** To approve disbursement of the 2021 fees, retained by the Member Cities, as presented in the disbursement materials. **Motion for approval made by D. Stoesz. Second, C. Massoglia. Motion passed unanimously.**

- Every year as an administrative matter, the Commission has to decide whether or not to waive the statutory tort liability limits for insurance purposed. This decision determines the amount an individual would be able to recover on any claim to which the statutory tort limits apply. In the past, the Commission has opted to NOT WAIVE the monetary limits on municipal tort liability.

**MOTION:** To NOT WAIVE the monetary limits on municipal tort liability. **Motion for approval made by D. Stoesz. Second, B. Goodboe-Bisschoff. Motion passed unanimously.**

### **COMMUNITY CALENDAR**

Upcoming meetings include:

1. The Operations Committee on April 5, 2022
2. The Executive Committee Meeting on June 1, 2022
3. The Cable Commission Meeting on June 15, 2022

### **ADJOURN**

The meeting was adjourned at 6:29 p.m. **Motion for approval made by J. Wilken. Second, C. Massoglia. Motion passed unanimously.**

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Julie Jeppson; Secretary, NMTC



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

Tuesday, April 5, 2022

**CALL TO ORDER**

The meeting began at 11:00 a.m.

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

D. Webster

**OTHERS PRESENT**

H. Arnson

**APPROVAL OF MEETING NOTES**

The meeting notes of March 1, 2022 were approved by consensus.

**EXECUTIVE DIRECTOR REPORT**

- The introduction of closed captioning to the NMTV system is moving closer. The benefits of adopting both the ENCO and Tightrope systems were discussed, along with the pros and cons of each system. NMTV staff was able to determine the cause of problems with captioning on the streaming channels. After adjusting a setting on an audio card, captioning was successful on all streaming channels. A few more tests need to be run on cable channels, but staff feels confident captioning should be possible on all platforms by this summer. It was recommended that one ENCO system be purchased and integrated right away. The Tightrope solution will go on-line as soon as testing and equipment upgrades are completed. The Committee approved moving forward with the ENCO purchase.

**OLD BUSINESS**

- H. Arnson reviewed progress made on goals for the year.

**NEW BUSINESS**

- Commission Legal Counsel, Mike Bradley, will be attending the May 3<sup>rd</sup> Operations Committee meeting. The group discussed topics that could be addressed. The meeting time will be changed to 11:30.
- H. Arnson answered questions regarding franchise fees and PEG fees and how they can be spent.

**ADJOURNMENT**

The meeting was adjourned at 11:36 p.m.

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

Tuesday, May 3, 2022

**CALL TO ORDER**

The meeting began at 11:53 a.m.

**MEMBERS PRESENT**

M. Wolfe, P. Antonen, D. Buchholtz, M. Statz, D. Webster

**MEMBERS ABSENT**

S. Cotton, B. Petracek

**OTHERS PRESENT**

H. Arnson, Mike Bradley

**APPROVAL OF MEETING NOTES**

The meeting notes of April 1, 2022 were approved by consensus.

**EXECUTIVE DIRECTOR REPORT**

- NMTC Legal Counsel, Mike Bradley updated the Committee regarding franchise renewal, the FCC 621 Order, and other issues of concern.
- All of the equipment necessary to provide closed captioning has arrived and is in the beginning stages of installation. Once installed more testing will occur. NMTV is on schedule to go live with closed captioning by early summer.
- First quarter franchise and PEG fee reports were discussed.

**OLD BUSINESS**

- H. Arnson reviewed progress made on goals for the year. On-boarding materials for new cable commissioners and operations committee members have been completed. A metro-wide pay study is underway, and staff has met to begin discussions on a three to five year strategic plan.

**NEW BUSINESS**

There was no new business

**ADJOURNMENT**

The meeting was adjourned at 12:51 p.m.

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

Tuesday, May 31, 2022

**CALL TO ORDER**

The meeting began at 11:03 a.m.

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

**OTHERS PRESENT**

H. Arnson

**APPROVAL OF MEETING NOTES**

The meeting notes of May 3, 2022 were approved by consensus.

**EXECUTIVE DIRECTOR REPORT**

- H. Arnson presented the recommended 2023 NMTC budget. The discussion began with consideration of the variables that could affect estimated income, including implementation of the FCC's 621 Order, subscriber levels, and franchise renewal. The recommended operating budget increased by \$59,589 over the 2022 budget. The increases include a COLA increase of up to 2.75% for staff, a \$30 per month/per employee increase in the benefits package, building maintenance, bandwidth, insurance and building utilities line-items. Capital expenditures decreased by \$39,161 from the 2022 budget. Recommended capital expenditures include a replay system for the production truck, tripods, cameras, annual office computer upgrades, parking lot repairs, a new electronic sign, the HD bond payment and PEG fees for cities. The total 2023 budget is \$20,248 higher than the 2022 budget. The Committee approved the budget as presented.
- New playback servers are being installed and commissioned in master control. The ENCO closed captioning equipment will be part of that install. Once tested, NMTV should be able to begin providing closed captioning by the end of June.

**OLD BUSINESS**

- H. Arnson reviewed progress made on goals for the year. The metro-wide pay study data collection phase is wrapping up. The month of June will be spent analyzing and organizing the information. NMTV staff held their second strategic planning meeting. Increasing income through various means was the primary topic.

**NEW BUSINESS**

- The Committee elected to cancel the July and August meetings. If an issue requires addressing during the summer, a meeting can be rescheduled.

**ADJOURNMENT**

The meeting was adjourned at 11:30 p.m.

## **EXECUTIVE COMMITTEE MINUTES**

Meeting of June 1, 2022

Executive Cmte. Present: Brandon Winge; Lexington, Barbara Goodboe-Bisschoff; Spring Lake Park, Dale Stoesz; Lino Lakes

Absent: Julie Jeppson; Blaine

Others Present: Heidi Arnson; Executive Director

### **CALL TO ORDER**

The Vice Chair called the meeting to order at 6:03 p.m.

### **APPROVAL OF MINUTES**

**A motion to approve the March 2, 2022 Executive Committee meeting minutes was made by B. Goodboe-Bisschoff. Second, B. Winge. Motion passed unanimously.**

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

- H. Arnson presented the recommended 2023 NMTC budget. The discussion began with consideration of the variables that could affect estimated income, including implementation of the FCC's 621 Order, subscriber levels, and franchise renewal. The recommended operating budget increased by \$59,589 over the 2022 budget. The increases include a COLA increase of up to 2.75% for staff, a \$30 per month/per employee increase in the benefits package, building maintenance, bandwidth, insurance and building utilities line-items. Capital expenditures decreased by \$39,161 from the 2022 budget. Recommended capital expenditures include a replay system for the production truck, tripods, cameras, annual office computer upgrades, parking lot repairs, a new electronic sign, the HD bond payment and PEG fees for cities. The total 2023 budget is \$20,248 higher than the 2022 budget. The group also discussed possible commercial revenue avenues.

**MOTION:** To recommend approval of the 2023 NMTC budget as presented. **Motion made by B. Goodboe-Bisschoff. Second, B. Winge. Motion passed unanimously.**

- New playback servers are being installed and commissioned in master control. The ENCO closed captioning equipment will be part of that install. Once tested, NMTV should be able to begin providing closed captioning by the end of June.
- On-boarding materials, designed for new Cable Commission and Operations Committee members, were reviewed. The materials include a summary of the duties and procedures of the Commission, services provided by NMTV, a "Meet the Staff" document, meeting schedules, contact information and links to several documents, including the history of the NMTC.

**OLD BUSINESS**

- There was no old business.

**NEW BUSINESS**

- There was no new business.

**ADJOURN**

**Motion to adjourn made by B. Winge. Second, B. Goodboe-Bisschoff. Motion passed unanimously. The meeting was adjourned at 6:50 p.m.**

**NORTH METRO TELECOMMUNICATION  
BILL LIST**

MAY 2022

<b>Date</b>	<b>Check #</b>	<b>Payee</b>	<b>Amount</b>	
MAY	COMBINED	PAYROLL	44,417.61	WAGES
MAY	COMBINED	IRS/US PAYABLE	14,264.21	WAGES
MAY	COMBINED	MN REVENUE PAYABLE	2,412.74	WAGES
MAY	COMBINED	PERA PAYABLE	7,711.22	WAGES
MAY	COMBINED	PEACHTREE	48.00	MONTHLY SERVICE
MAY	COMBINED	DISCOVERY BENEFITS	1,177.88	HEALTH SAVINGS EMPLOYEE
14001	5/3/22	Municipal Captioning Inc.	166,710.50	CLOSED CAPTIONING
14002	5/3/22	Danika Peterson	90.40	EXPENSES
14003	5/3/22	Harrington Langer & Associates	13,750.00	2021 AUDIT-PARTIAL
14004	5/5/22	League of MN Cities	12,437.00	2022-2023 INSC/PROP/LIAB/CAS
14005	5/6/22	Richard D. Larson	470.00	EXPENSES
14006	5/6/22	Coastal Wintergreen LLC	1,750.00	EXPENSES
14007	5/9/22	City of Blaine	123,059.33	2016A GO BONDS
14008	5/9/22	City of Centerville	7,631.23	2016A GO BONDS
14009	5/9/22	City of Circle Pines	10,994.19	2016A GO BONDS
14010	5/9/22	City of Ham Lake	31,895.81	2016A GO BONDS
14011	5/9/22	City of Lexington	4,089.79	2016A GO BONDS
14012	5/9/22	City of Lino Lakes	37,699.20	2016A GO BONDS
14013	5/9/22	City of Spring Lake Park	13,160.45	2016A GO BONDS
14014	5/11/22	Mike Peden	80.00	STIPEND
14015	5/16/22	Corporate Mechanical	889.34	BUILDING MAINTENANCE
14016	5/17/22	Eric Houston	132.67	SUPPLIES
14017	5/18/22	FirstCom Music	1,922.00	CONTRACT
14018	5/22/22	Bradley Law, LLC	68.75	LEGAL-GENERAL
14019	5/25/22	League of MN Cities	2,816.00	2022-2023 WORK COMP
14020	5/27/22	Twin City Garage Door Co	310.00	BUILDING MAINTENANCE
EFILE	5/1/22	Authorize.Net	33.99	MONTHLY SERVICE
EFILE	5/15/22	Chase Visa Card Services	6,972.04	OS/OFF-EQPMNT/SFTWR/BLDMANT
EFILE	5/1/22	Virtual Merchant Credit Card	10.00	MONTHLY SERVICE
EPAY-01	5/1/22	Principal Financial Group	581.82	STD/LTD/LIFE/ADD
EPAY-02	5/30/22	POPP TELECOM	212.32	MONTHLY SERVICE
EPAY-03	5/3/22	Comcast	541.27	MONTHLY SERVICE
EPAY-04	5/3/22	T-Mobile	102.40	MONTHLY SERVICE
EPAY-05	5/25/22	Speedway	62.34	GAS/OIL
EPAY-06	5/17/22	Circle K Station Stores	181.27	GAS/OIL
EPAY-07	5/12/22	AT&T Wireless	310.97	MONTHLY SERVICE
EPAY-08	5/14/22	Republic Services	365.40	MONTHLY SERVICE
EPAY-09	5/15/22	CenterPoint Energy	312.98	MONTHLY SERVICE
EPAY-10	5/15/22	Comcast Business 1000M/1000M	1,237.44	MONTHLY SERVICE
EPAY-11	5/16/22	U.S. Bank Card Service	2,470.32	STUDIO/ZOOM/AD/MRKT/SPMTG/WEB/NATOA
EPAY-12	5/22/22	HealthPartners	11,324.62	HEALTH/DENTAL
EPAY-13	5/26/22	City of Blaine-utilities	77.10	MONTHLY SERVICE
EPAY-14	5/26/22	Connexus Energy	1,607.08	MONTHLY SERVICE
APRIL SALES TAX	5/11/22	MN Dept. of Revenue	140.00	SALES TAX
			<b>526,531.68</b>	

# North Metro Telecommunications Commission

## Balance Sheet

May 31, 2022

### ASSETS

#### Current Assets

Cash - Checking Account	\$	2,440,115.94
Petty Cash		150.00
A/R - NMTC		186,065.07
Prepaid Insurance - NMTC		11,527.00

Total Current Assets 2,637,858.01

#### Property and Equipment

Office Equipment - NMTC	1,467,850.06
Accum Deprec - NMTC	(3,248,758.47)
Bond Equipment 2016	1,985,000.00
Building-Polk/125	1,572,799.17
Land-Polk/125	225,700.00

Total Property and Equipment 2,002,590.76

#### Other Assets

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

Total Assets \$ 4,681,842.77

### LIABILITIES AND CAPITAL

#### Current Liabilities

A/P - NMTC	\$	7,713.67
Accrued Payroll Taxes & W/H's		449.54
PERA - CORRECTIONS		(574.25)
Garnished Wages		86.40
Garnished Wages		(86.40)
PERA PAYABLE - PRIOR		(3,371.42)
Accrued Vacation		110,250.80
Accrued Wages		5,510.40
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 1,881,427.61

#### Long-Term Liabilities

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

Total Liabilities 2,450,995.61

#### Capital

Net Equity	211,514.17
Net Equity - Media Ctr	(206,243.34)
Net Equity - NMTC	2,517,656.37
Net Income	(292,080.04)

Total Capital 2,230,847.16

Total Liabilities & Capital \$ 4,681,842.77

# North Metro Telecommunications Comm

## Cash Receipts Journal

For the Period From May 1, 2022 to May 31, 2022

Date	Transaction Ref	Line Description	Debit Amnt	Credit Amnt
5/4/22	DRONE PRODUCTION	INVOICE 2022-7 (KOTTKE'S BUS SERVICE) CK# 40726 Miscellaneous receipts	2,249.63	2,249.63
5/18/22	TAPE DUBS-CASH	TAPE DUBS-CASH TAPE DUBS-CASH (DEPOSIT ERROR)  Miscellaneous receipts	90.00	89.99 0.01
5/18/22	TAPE DUBS-CHECKS	TAPE DUBS-CHECKS Miscellaneous receipts	21.43	21.43
5/28/22	INTEREST	INTEREST INTEREST - COMMISSION	1,157.42	1,157.42
5/29/22	MAY PAYPAL	MAY PAYPAL MAY PAYPAL FEES PAYPAL	5.34 119.66	125.00
5/30/22	MAY CC SALES-SQUARE	MAY CREDIT CARD SALES-SQUARE MAY CREDIT CARD SALES-SQUARE-FEES Credit Card Sales	15.69 558.50	574.19
5/31/22	MAY CC SALES-SQUARE	MAY CREDIT CARD SALES-SQUARE MAY CREDIT CARD SALES-SQUARE-FEES Credit Card Sales	1.55 56.30	57.85
			<u>4,275.52</u>	<u>4,275.52</u>



# North Metro Telecommunications Comm

## Check Register

For the Period From May 1, 2022 to May 31, 2022

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

Check #	Date	Payee	Amount
EFILE	5/1/22	Authorize.Net	33.99
EFILE	5/1/22	Virtual Merchant Credit Card	10.00
EPAY-01	5/1/22	Principal Financial Group	581.82
EPAY-04	5/3/22	T-Mobile	102.40
EPAY-03	5/3/22	Comcast	541.27
14001	5/3/22	Municipal Captioning Inc.	166,710.50
14002	5/3/22	Danika Peterson	90.40
14003	5/3/22	Harrington Langer & Associates	13,750.00
EFILE	5/4/22	Discovery Benefits	577.69
14004	5/5/22	League of MN Cities	12,437.00
EFILE	5/6/22	MN Dept. of Revenue	1,169.50
EFILE	5/6/22	Public Employees Retirement	3,767.67
EFILE	5/6/22	IRS/US BANK	6,582.78
PEACH	5/6/22	Peachtree/Sage Software	24.00
14005	5/6/22	Richard D. Larson	470.00
14006	5/6/22	Coastal Wintergreen LLC	1,750.00
14007	5/9/22	City of Blaine	123,059.33
14008	5/9/22	City of Centerville	7,631.23
14009	5/9/22	City of Circle Pines	10,994.19
14010	5/9/22	City of Ham Lake	31,895.81
14011	5/9/22	City of Lexington	4,089.79
14012	5/9/22	City of Lino Lakes	37,699.20
14013	5/9/22	City of Spring Lake Park	13,160.45
14014	5/11/22	Mike Peden	80.00
APRIL SALES TAX	5/11/22	MN Dept. of Revenue	140.00
EPAY-07	5/12/22	AT&T Wireless	310.97
EPAY-08	5/14/22	Republic Services	365.40
EPAY-09	5/15/22	CenterPoint Energy	312.98
EFILE	5/15/22	Chase Visa Card Services	6,972.04

# North Metro Telecommunications Comm

## Check Register

For the Period From May 1, 2022 to May 31, 2022

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

Check #	Date	Payee	Amount
EPAY-10	5/15/22	Comcast Business 1000M/1000M	1,237.44
EPAY-11	5/16/22	U.S. Bank Card Service	2,470.32
14015	5/16/22	Corporate Mechanical	889.34
14016	5/17/22	Eric Houston	132.67
EPAY-06	5/17/22	Circle K Station Stores	181.27
EFILE	5/18/22	Discovery Benefits	577.69
14017	5/18/22	FirstCom Music	1,922.00
EFILE	5/20/22	MN Dept. of Revenue	1,173.78
EFILE	5/20/22	Public Employees Retirement	3,767.67
EFILE	5/20/22	IRS/US BANK	6,603.02
PEACH	5/20/22	Peachtree/Sage Software	24.00
EPAY-12	5/22/22	HealthPartners	11,324.62
14018	5/22/22	Bradley Law, LLC	68.75
EFILE	5/25/22	Discovery Benefits	22.50
14019	5/25/22	League of MN Cities	2,816.00
EPAY-05	5/25/22	Speedway	62.34
EPAY-13	5/26/22	City of Blaine-utilities	77.10
EPAY-14	5/26/22	Connexus Energy	1,607.08
14020	5/27/22	Twin City Garage Door Co	310.00
EPAY-02	5/30/22	POPP TELECOM	212.32
EFILE	5/31/22	Public Employees Retirement	175.88
EFILE	5/31/22	MN Dept. of Revenue	69.46
EFILE	5/31/22	IRS/US BANK	1,078.41
<b>Total</b>			<b><u>482,114.07</u></b>

# North Metro Telecommunications Comm

## General Journal

For the Period From May 1, 2022 to May 31, 2022

Date	Reference	Trans Description	Debit Amt	Credit Amt
5/1/22	ACCRUED VAC/COM/SICK	ACCRUED VAC/COMP/SICK ACCRUED VAC/COMP/SICK	107,925.83	107,925.83
5/31/22	ACCRUED DEPRECIATION	ACCRUED DEPRECIATION ACCRUED DEPRECIATION	12,900.00	12,900.00
5/31/22	ACCRUED VAC/COM/SICK	ACCRUED VAC/COMP/SICK ACCRUED VAC/COMP/SICK	110,250.80	110,250.80
5/31/22	ACCRUED WAGES	ACCRUED WAGES ACCRUED WAGES	5,510.40	5,510.40
	<b>Total</b>		<b>236,587.03</b>	<b>236,587.03</b>

**NORTH METRO TELECOMMUNICATION  
BILL LIST**

APRIL 2022

<b>Date</b>	<b>Check #</b>	<b>Payee</b>	<b>Amount</b>	
APRIL	COMBINED	PAYROLL	41,885.88	WAGES
APRIL	COMBINED	IRS/US PAYABLE	13,757.07	WAGES
APRIL	COMBINED	MN REVENUE PAYABLE	2,358.18	WAGES
APRIL	COMBINED	PERA PAYABLE	7,649.97	WAGES
APRIL	COMBINED	PEACHTREE	48.00	MONTHLY SERVICE
APRIL	COMBINED	DISCOVERY BENEFITS	1,177.88	HEALTH SAVINGS EMPLOYEE
13991	4/1/22	Richard D. Larson	316.00	JANITORIAL
13992	4/3/22	Rusty S. Ray	64.32	EXPENSES
13993	4/5/22	B Harris, Inc.	675.00	QUARTERLY CONTRACT
13994	4/7/22	Coastal Wintergreen LLC	1,375.00	MONTHLY SERVICE
13995	4/11/22	Metro Sales, Inc.	891.00	QUARTERLY CONTRACT
13996	4/20/22	Michele J. Silvester	16.66	EXPENSES
13997	4/21/22	Gabe Anderson	525.00	STIPEND
13998	4/21/22	Bradley Law, LLC	701.25	LEGAL-GENERAL
13999	4/26/22	INTERSTATE COMPANIES, INC	905.72	GENERATOR SERVICE
14000	4/28/22	Michael S. Johnson	66.19	EXPENSES
EFILE	4/1/22	Authorize.Net	34.29	MONTHLY SERVICE
EFILE	4/15/22	Chase Visa Card Services	1,252.70	SECURITY/OS/STUDIO/SFTWR/MEDIA
EFILE	4/1/22	Virtual Merchant Credit Card	10.00	MONTHLY SERVICE
EPAY-01	4/1/22	Principal Financial Group	581.82	STD/LTD/LIFE/ADD
EPAY-02	4/30/22	POPP TELECOM	212.32	MONTHLY SERVICE
EPAY-03	4/3/22	Comcast	541.27	MONTHLY SERVICE
EPAY-04	4/3/22	T-Mobile	102.40	MONTHLY SERVICE
EPAY-05	4/4/22	Speedway	74.64	GAS/OIL
EPAY-06	4/7/22	Circle K Station Stores	222.32	GAS/OIL
EPAY-07	4/12/22	AT&T Wireless	310.97	MONTHLY SERVICE
EPAY-08	4/14/22	Republic Services	366.52	MONTHLY SERVICE
EPAY-09	4/15/22	CenterPoint Energy	560.81	MONTHLY SERVICE
EPAY-10	4/15/22	Comcast Business 1000M/1000M	1,237.44	MONTHLY SERVICE
EPAY-11	4/16/22	U.S. Bank Card Service	532.12	SPLMTG/ZOOM/AD/SHIP/DROPBOX
EPAY-12	4/22/22	HealthPartners	11,324.62	HEALTH/DENTAL
EPAY-13	4/26/22	City of Blaine-utilities	105.35	MONTHLY SERVICE
EPAY-14	4/26/22	Connexus Energy	1,579.27	MONTHLY SERVICE
MARCH SALES TAX	4/15/22	MN Dept. of Revenue	154.00	SALES TAX
			<b>91,615.98</b>	

# North Metro Telecommunications Commission

## Balance Sheet

April 30, 2022

### ASSETS

#### Current Assets

Cash - Checking Account	\$	2,961,157.24
Petty Cash		150.00
A/R - NMTC		186,065.07
Prepaid Insurance - NMTC		11,527.00

Total Current Assets 3,158,899.31

#### Property and Equipment

Office Equipment - NMTC	1,467,850.06
Accum Deprec - NMTC	(3,235,858.47)
Bond Equipment 2016	1,985,000.00
Building-Polk/125	1,572,799.17
Land-Polk/125	225,700.00

Total Property and Equipment 2,015,490.76

#### Other Assets

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

Total Assets \$ 5,215,784.07

### LIABILITIES AND CAPITAL

#### Current Liabilities

A/P - NMTC	\$	7,713.67
Accrued Payroll Taxes & W/H's		449.54
PERA - CORRECTIONS		(574.25)
Garnished Wages		86.40
Garnished Wages		(86.40)
PERA PAYABLE - PRIOR		(3,371.42)
Accrued Vacation		107,925.83
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 1,873,592.24

#### Long-Term Liabilities

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

Total Liabilities 2,443,160.24

#### Capital

Net Equity	211,514.17
Net Equity - Media Ctr	(206,243.34)
Net Equity - NMTC	2,517,656.37
Net Income	249,696.63

Total Capital 2,772,623.83

Total Liabilities & Capital \$ 5,215,784.07

# North Metro Telecommunications Comm

## Cash Receipts Journal

For the Period From Apr 1, 2022 to Apr 30, 2022

Date	Transaction Ref	Line Description	Debit Amnt	Credit Amnt
4/6/22	TAPE DUBS-CASH	TAPE DUBS-CASH Miscellaneous receipts	100.70	100.70
4/18/22	TAPE DUBS-CASH	TAPE DUBS-CASH Miscellaneous receipts	25.71	25.71
4/18/22	PRODUCTION TRUCK	PRODUCTION TRUCK Miscellaneous receipts	200.00	200.00
4/18/22	LIVE LECTURE	LIVE LECTURE Miscellaneous receipts	75.00	75.00
4/26/22	1ST QTR FRAN FEES	1ST QTR FRANCHISE FEES Miscellaneous receipts	302,136.26	302,136.26
4/26/22	1ST QTR PEG FEES	1ST QTR PEG FEES Miscellaneous receipts	171,197.53	171,197.53
4/27/22	PRODUCTION TRUCK	PRODUCTION TRUCK Miscellaneous receipts	3,375.00	3,375.00
4/28/22	APR CC SALES-SQUARE	APRIL CC SALES-SQUARE APRIL CC SALES-SQUARE-FEES Credit Card Sales	37.12 1,403.72	1,440.84
4/29/22	APR CC SALES-PAYPAL	APRIL CC SALES-PAYPAL APRIL CC SALES-PAYPAL - FEES Credit Card Sales	18.96 510.26	529.22
4/30/22	INTEREST	INTEREST INTEREST - COMMISSION	434.34	434.34
			<u>479,514.60</u>	<u>479,514.60</u>

# North Metro Telecommunications Comm

## Check Register

For the Period From Apr 1, 2022 to Apr 30, 2022

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

Check #	Date	Payee	Amount
EFILE	4/1/22	Authorize.Net	34.29
13991	4/1/22	Richard D. Larson	316.00
EPAY-01	4/1/22	Principal Financial Group	581.82
EFILE	4/1/22	Virtual Merchant Credit Card	10.00
EPAY-04	4/3/22	T-Mobile	102.40
EPAY-03	4/3/22	Comcast	541.27
13992	4/3/22	Rusty S. Ray	64.32
EPAY-05	4/4/22	Speedway	74.64
13993	4/5/22	B Harris, Inc.	675.00
EFILE	4/6/22	Discovery Benefits	577.69
EPAY-06	4/7/22	Circle K Station Stores	222.32
13994	4/7/22	Coastal Wintergreen LLC	1,375.00
EFILE	4/8/22	MN Dept. of Revenue	1,177.20
EFILE	4/8/22	Public Employees Retirement	3,767.67
EFILE	4/8/22	IRS/US BANK	6,569.22
PEACH	4/8/22	Peachtree/Sage Software	24.00
13995	4/11/22	Metro Sales, Inc.	891.00
EPAY-07	4/12/22	AT&T Wireless	310.97
EPAY-08	4/14/22	Republic Services	366.52
EPAY-09	4/15/22	CenterPoint Energy	560.81
MARCH SALES TAX	4/15/22	MN Dept. of Revenue	154.00
EFILE	4/15/22	Chase Visa Card Services	1,252.70
EPAY-10	4/15/22	Comcast Business 1000M/1000M	1,237.44
EPAY-11	4/16/22	U.S. Bank Card Service	532.12
EFILE	4/20/22	Discovery Benefits	577.69
13996	4/20/22	Michele J. Silvester	16.66
13997	4/21/22	Gabe Anderson	525.00
13998	4/21/22	Bradley Law, LLC	701.25
EFILE	4/22/22	MN Dept. of Revenue	1,166.07

# North Metro Telecommunications Comm

## Check Register

For the Period From Apr 1, 2022 to Apr 30, 2022

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

Check #	Date	Payee	Amount
EFILE	4/22/22	Public Employees Retirement	3,767.67
EFILE	4/22/22	IRS/US BANK	6,566.58
EPAY-12	4/22/22	HealthPartners	11,324.62
PEACH	4/22/22	Peachtree/Sage Software	24.00
EFILE	4/25/22	Discovery Benefits	22.50
EPAY-13	4/26/22	City of Blaine-utilities	105.35
EPAY-14	4/26/22	Connexus Energy	1,579.27
13999	4/26/22	INTERSTATE COMPANIES, INC	905.72
14000	4/28/22	Michael S. Johnson	66.19
EFILE	4/30/22	Public Employees Retirement	114.63
EFILE	4/30/22	MN Dept. of Revenue	14.91
EFILE	4/30/22	IRS/US BANK	621.27
EPAY-02	4/30/22	POPP TELECOM	212.32
<b>Total</b>			<b><u>49,730.10</u></b>



**North Metro Telecommunications Comm**  
**General Journal**  
For the Period From Apr 1, 2022 to Apr 30, 2022

<b>Date</b>	<b>Reference</b>	<b>Trans Description</b>	<b>Debit Amt</b>	<b>Credit Amt</b>
4/1/22	ACCRUED VAC/COM/SICK	ACCRUED VAC/COMP/SICK ACCRUED VAC/COMP/SICK	109,344.67	109,344.67
4/1/22	ACCRUED WAGES	ACCRUED WAGES ACCRUED WAGES	24,220.80	24,220.80
4/30/22	ACCRUED DEPRECIATION	ACCRUED DEPRECIATION ACCRUED DEPRECIATION	12,900.00	12,900.00
4/30/22	ACCRUED VAC/COM/SICK	ACCRUED VAC/COMP/SICK ACCRUED VAC/COMP/SICK	107,925.83	107,925.83
	<b>Total</b>		<b>254,391.30</b>	<b>254,391.30</b>

**NORTH METRO TELECOMMUNICATION  
BILL LIST**

**MARCH 2022**

<b>Date</b>	<b>Check #</b>	<b>Payee</b>	<b>Amount</b>	
MARCH	COMBINED	PAYROLL	45,450.24	WAGES
MARCH	COMBINED	IRS/US PAYABLE	14,487.31	WAGES
MARCH	COMBINED	MN REVENUE PAYABLE	2,446.95	WAGES
MARCH	COMBINED	PERA PAYABLE	7,730.29	WAGES
MARCH	COMBINED	PEACHTREE	48.00	MONTHLY SERVICE
MARCH	COMBINED	DISCOVERY BENEFITS	1,177.88	HEALTH SAVINGS EMPLOYEE
13973	3/1/22	Public Employees Retirement	884.34	RETRO PERA
13974	3/1/22	Michael S. Johnson	46.80	EXPENSES
13975	3/1/22	Richard D. Larson	372.25	JANITORIAL
13976	3/9/22	Mike Peden	75.00	STIPEND
13977	3/9/22	Sanam S. Hussain	200.00	STIPEND
13978	3/9/22	Arman Sarda	75.00	STIPEND
13979	3/9/22	Coastal Wintergreen LLC	1,300.00	MONTHLY SERVICE
13980	3/9/22	Anoka County Union Herald	61.95	SUBSCRIPTIONS
13981	3/17/22	Corporate Mechanical	672.44	QUARTERLY CONTRACT
13982	3/22/22	Terry Tronson	169.71	EXPENSES
13983	3/23/22	Bradley Law, LLC	1,650.00	LEGAL/GENERAL
13984	3/27/22	Carter Hoehne	500.00	STIPEND
13985	3/30/22	Theodore E. Leroux	264.91	EXPENSES
13986	3/30/22	Anoka County Records & Taxation	1,362.90	2022 TAX STATEMENT
13987	3/31/22	Kirsten A Moore	50.00	EXPENSES
13988	3/31/22	Robert H. Clark	10.00	EXPENSES
13989	3/31/22	John J. Chouinard	265.00	STIPEND
13990	3/31/22	Stephen Adams	110.00	STIPEND
EFILE	3/1/22	Authorize.Net	30.00	MONTHLY SERVICE
EFILE	3/15/22	Chase Visa Card Services	2,286.15	STUDIO UPGRADES/SFTWR/STAMPS/OS
EFILE	3/1/22	Virtual Merchant Credit Card	10.00	MONTHLY SERVICE
EPAY-01	3/1/22	Principal Financial Group	606.10	STD/LTD/LIFE/ADD
EPAY-02	3/2/22	POPP TELECOM	213.15	MONTHLY SERVICE
EPAY-02a	3/31/22	POPP TELECOM	213.14	MONTHLY SERVICE
EPAY-03	3/3/22	Comcast	541.27	MONTHLY SERVICE
EPAY-04	3/3/22	T-Mobile	102.16	MONTHLY SERVICE
EPAY-05	3/4/22	Speedway	168.27	GAS/OIL
EPAY-06	3/7/22	Circle K Station Stores	193.02	GAS/OIL
EPAY-07	3/12/22	AT&T Wireless	310.97	MONTHLY SERVICE
EPAY-08	3/14/22	Republic Services	343.79	MONTHLY SERVICE
EPAY-09	3/15/22	CenterPoint Energy	775.15	MONTHLY SERVICE
EPAY-10	3/15/22	Comcast Business 1000M/1000M	1,237.44	MONTHLY SERVICE
EPAY-10a	3/24/22	Comcast Business 1000M/1000M	1,237.44	MONTHLY SERVICE
EPAY-11	3/16/22	U.S. Bank Card Service	76.86	NATOA/ADV/MARKETING
EPAY-12	3/22/22	HealthPartners	11,324.62	HEALTH/DENTAL
EPAY-13	3/26/22	City of Blaine-utilities	77.36	MONTHLY SERVICE
EPAY-14	3/26/22	Connexus Energy	1,661.20	MONTHLY SERVICE
FEB SALES TAX	3/15/22	MN Dept. of Revenue	136.00	SALES TAX

**100,955.06**

# North Metro Telecommunications Commission

## Balance Sheet

March 31, 2022

### ASSETS

#### Current Assets

Cash - Checking Account	\$	2,573,314.75
Petty Cash		150.00
A/R - NMTC		186,065.07
Prepaid Insurance - NMTC		11,527.00

Total Current Assets 2,771,056.82

#### Property and Equipment

Office Equipment - NMTC	1,467,850.06
Accum Deprec - NMTC	(3,222,958.47)
Bond Equipment 2016	1,985,000.00
Building-Polk/125	1,572,799.17
Land-Polk/125	225,700.00

Total Property and Equipment 2,028,390.76

#### Other Assets

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

Total Assets \$ 4,840,841.58

### LIABILITIES AND CAPITAL

#### Current Liabilities

A/P - NMTC	\$	7,713.67
Accrued Payroll Taxes & W/H's		449.54
PERA - CORRECTIONS		(574.25)
Garnished Wages		86.40
Garnished Wages		(86.40)
PERA PAYABLE - PRIOR		(3,371.42)
Accrued Vacation		109,344.67
Accrued Wages		24,220.80
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 1,899,231.88

#### Long-Term Liabilities

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

Total Liabilities 2,468,799.88

#### Capital

Net Equity	211,514.17
Net Equity - Media Ctr	(206,243.34)
Net Equity - NMTC	2,517,656.37
Net Income	(150,885.50)

Total Capital 2,372,041.70

Total Liabilities & Capital \$ 4,840,841.58

# North Metro Telecommunications Comm

## Cash Receipts Journal

For the Period From Mar 1, 2022 to Mar 31, 2022

Date	Transaction Ref	Line Description	Debit Amnt	Credit Amnt
3/9/22	PRODUCTION TRUCK	PRODUCTION TRUCK Miscellaneous receipts	397.50	397.50
3/9/22	TAPE DUBS-CASH	TAPE DUBS-CASH Miscellaneous receipts	15.00	15.00
3/16/22	DRONE PRODUCTION	DRONE PRODUCTION Miscellaneous receipts	350.00	350.00
3/16/22	TAPE DUBS-CASH	TAPE DUBS-CASH Miscellaneous receipts	24.66	24.66
3/29/22	TAPE DUBS-CASH	TAPE DUBS-CASH Miscellaneous receipts	112.48	112.48
3/29/22	TAPE DUBS-CHECK	TAPE DUBS-CHECK Miscellaneous receipts	21.48	21.48
3/29/22	DRONE PRODUCTION	DRONE PRODUCTION Miscellaneous receipts	803.44	803.44
3/29/22	LIVE LECTURE	LIVE LECTURE Miscellaneous receipts	75.00	75.00
3/30/22	MAR CC SALES-SQUARE	MARCH CC SALES-SQUARE MARCH CC SALES-SQUARE-FEES Miscellaneous receipts	34.51 1,309.92	1,344.43
3/31/22	INTEREST	INTEREST Miscellaneous receipts	118.97	118.97
			<b>3,262.96</b>	<b>3,262.96</b>

# North Metro Telecommunications Comm

## Check Register

For the Period From Mar 1, 2022 to Mar 31, 2022

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

Check #	Date	Payee	Amount
EFILE	3/1/22	Authorize.Net	30.00
EFILE	3/1/22	Virtual Merchant Credit Card	10.00
13975	3/1/22	Richard D. Larson	372.25
EPAY-01	3/1/22	Principal Financial Group	606.10
13973	3/1/22	Public Employees Retirement	884.34
13974	3/1/22	Michael S. Johnson	46.80
EPAY-02	3/2/22	POPP TELECOM	213.15
EPAY-04	3/3/22	T-Mobile	102.16
EPAY-03	3/3/22	Comcast	541.27
EPAY-05	3/4/22	Speedway	168.27
EPAY-06	3/7/22	Circle K Station Stores	193.02
EFILE	3/9/22	Discovery Benefits	577.69
13976	3/9/22	Mike Peden	75.00
13977	3/9/22	Sanam S. Hussain	200.00
13978	3/9/22	Arman Sarda	75.00
13979	3/9/22	Coastal Wintergreen LLC	1,300.00
13980	3/9/22	Anoka County Union Herald	61.95
EFILE	3/11/22	MN Dept. of Revenue	1,176.34
EFILE	3/11/22	Public Employees Retirement	3,767.67
EFILE	3/11/22	IRS/US BANK	6,565.18
PEACH	3/11/22	Peachtree/Sage Software	24.00
EPAY-07	3/12/22	AT&T Wireless	310.97
EPAY-08	3/14/22	Republic Services	343.79
EPAY-09	3/15/22	CenterPoint Energy	775.15
FEB SALES TAX	3/15/22	MN Dept. of Revenue	136.00
EFILE	3/15/22	Chase Visa Card Services	2,286.15
EPAY-10	3/15/22	Comcast Business 1000M/1000M	1,237.44
EPAY-11	3/16/22	U.S. Bank Card Service	76.86
13981	3/17/22	Corporate Mechanical	672.44

# North Metro Telecommunications Comm

## Check Register

For the Period From Mar 1, 2022 to Mar 31, 2022

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

Check #	Date	Payee	Amount
EPAY-12	3/22/22	HealthPartners	11,324.62
13982	3/22/22	Terry Tronson	169.71
EFILE	3/23/22	Discovery Benefits	577.69
13983	3/23/22	Bradley Law, LLC	1,650.00
EPAY-10	3/24/22	Comcast Business 1000M/1000M	1,237.44
EFILE	3/25/22	MN Dept. of Revenue	1,174.63
EFILE	3/25/22	Public Employees Retirement	3,767.67
EFILE	3/25/22	IRS/US BANK	6,557.06
PEACH	3/25/22	Peachtree/Sage Software	24.00
EFILE	3/25/22	Discovery Benefits	22.50
EPAY-13	3/26/22	City of Blaine-utilities	77.36
EPAY-14	3/26/22	Connexus Energy	1,661.20
13984	3/27/22	Carter Hoehne	500.00
13985	3/30/22	Theodore E. Leroux	264.91
13986	3/30/22	Anoka County Records & Taxation	1,362.90
EFILE	3/31/22	Public Employees Retirement	194.95
EFILE	3/31/22	MN Dept. of Revenue	95.98
EFILE	3/31/22	IRS/US BANK	1,365.07
13987	3/31/22	Kirsten A Moore	50.00
13988	3/31/22	Robert H. Clark	10.00
13989	3/31/22	John J. Chouinard	265.00
13990	3/31/22	Stephen Adams	110.00
EPAY-02	3/31/22	POPP TELECOM	213.14
<b>Total</b>			<b>55,504.82</b>

**North Metro Telecommunications Comm**  
**General Journal**  
For the Period From Mar 1, 2022 to Mar 31, 2022

<b>Date</b>	<b>Reference</b>	<b>Trans Description</b>	<b>Debit Amt</b>	<b>Credit Amt</b>
3/1/22	ACCRUED VAC/COM/SICK	ACCRUED VAC/COMP/SICK ACCRUED VAC/COMP/SICK	107,879.01	107,879.01
3/1/22	ACCRUED WAGES	ACCRUED WAGES ACCRUED WAGES	16,147.20	16,147.20
3/31/22	ACCRUED DEPRECIATION	ACCRUED DEPRECIATION ACCRUED DEPRECIATION	12,900.00	12,900.00
3/31/22	ACCRUED VAC/COM/SICK	ACCRUED VAC/COMP/SICK ACCRUED VAC/COMP/SICK	109,344.67	109,344.67
3/31/22	ACCRUED WAGES	ACCRUED WAGES ACCRUED WAGES	24,220.80	24,220.80
<b>Total</b>			<b>270,491.68</b>	<b>270,491.68</b>

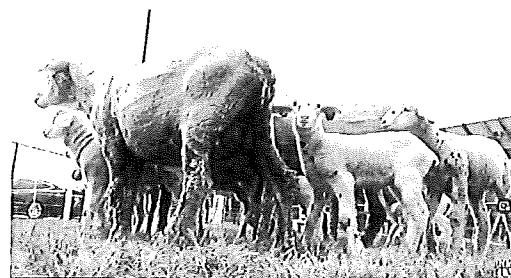
# North Metro TV

May 2022 Update

## Program Production

In May, a total of **81 new programs** were produced utilizing the North Metro facilities, funds, and services. This constitutes **74:15:00 hours of new programming**.

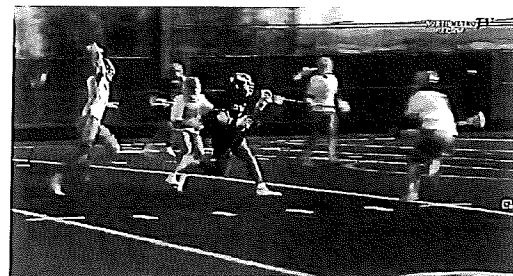
- 29 programs were produced by the public
- 48 programs were produced by NMTV staff
- 4 programs were produced by City staff



## Van Shoots

The HD production truck was utilized for 36:15:00 hours of production in May. The following events were produced live and/or recorded for additional playback:

- Boys Lacrosse: Centennial vs. Blaine
- Baseball: Spring Lake Park vs. Centennial
- Baseball: Blaine vs. Centennial
- Softball: Blaine vs. Centennial
- Boys Volleyball: Blaine vs. Centennial
- Softball: 5AAAA SF: Maple Grove vs. Centennial



## vMix Live Streaming Shoots

The vMix single camera production system was utilized to record/stream 6 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.

- Adapted Softball: Anoka-Hennepin vs. North Suburban
- Girls Lacrosse: Blaine vs. Centennial
- Boys Lacrosse: Blaine vs. Spring Lake Park/Coon Rapids
- Girls Lacrosse: Spring Lake Park vs. Blaine
- Boys Lacrosse: Spring Lake Park/Coon Rapids vs. Centennial
- Girls Lacrosse: Centennial vs. Spring Lake Park



## Most Viewed YouTube Sporting Event

Softball: 5AAAA SF: Maple Grove vs. Centennial  
702 Views



## VOD Workshop Views

Workshop	Type	# of Views	Hours Viewed
Columbo: One More Thing	Mini	49	7.25 hrs
King of the Cowboys 4 – John Wayne	Mini	47	3.75 hrs
King of the Cowboys 3 – Randolph Scott	Mini	58	4 hrs
King of the Cowboys 2 – Autry/Rogers	Mini	63	4 hrs
King of the Cowboys 1 – Strong and Silent	Mini	18	2 hrs
Great British Game Shows	Mini	16	.75 hrs
We Love Lucy: The Lucille Ball Story	Full	108	13.5 hrs
The Immortal Ingrid Pitt	Mini	368	16.75 hrs
The Oscars: 90 Years of the Academy Awards	Full	83	12.75 hrs
Tim Curry Horror Picture Show	Mini	24	.75 hrs
Back to the Eighties: The Decade's Biggest...	Full	3	1 hr
James Bond: 50 Years of 007	Full	8	1.5 hrs
Eurovision: A Celebration	Mini	NA	NA
Yabba-Dabba-Do! The Fantastic World of Hanna...	Full	620	56.75 hrs
Superman: The Man of Steel on the Silver Screen	Full	NA	NA
The Fantastic Four on the Silver Screen	Mini	NA	NA
Christmas in Hollywood	Full	NA	NA
TV's Greatest Christmas Specials	Full	NA	NA
Chicago Christmas Classics	Mini	120	4.5 hrs
Let's Go Ghostbusters: Filmmation's Haunted Heroes	Mini	10	.25 hrs
Monster Movies of the 40s and 50s	Full	258	17 hrs
Monster Movies of the 20s and 30s	Full	30	1.75 hrs
The Presidency on Film JQA to JFK	Full	3	.5 hrs
Monstervision: The Legend of Joe Bob Briggs	Mini	25	2 hrs
The Cult of Caroline Munro	Mini	1277	53 hrs
The Marilyn Monroe Story	Full	NA	NA
Nick at Nite: A TV Viewer's Dream	Mini	29	.75 hrs
The Birth of Animation: Mickey, Bugs, and Betty...	Full	9	2 hrs
Hollywood Goes to War: World War II	Full	53	9.75 hrs
Come on Down: Game Shows of the 70s and 80s	Full	62	5.75 hrs
The Quiz Show Scandals and Other Game Shows...	Full	774	206.5 hrs
The Three Stooges: Comedy's Heavy Hitters	Full	NA	NA
The Marx Brothers: Groucho, Harpo, Chico...	Full	55	4.5 hrs
Mary Pickford: The World's First Movie Star	Full	NA	NA
Hollywood Goes to the Dogs: Lassie, Benji...	Full	7	.25 hrs
<b>35 VOD Workshops</b>		<b>3,695 Total Views</b>	<b>265.0 Hours Viewed</b>



### Most Viewed YouTube Workshop

The Cult of Caroline Munro  
1,277 Views

## YouTube Stats

Month	Viewers	Videos Viewed	Hours Watched	New Subscribers	Total Impressions
January	18,800	28,923	2,355	74	459,857
February	18,312	29,142	2,382	29	448,149
March	19,378	29,639	1,981.50	49	463,807
April	18,750	26,754	1,631.5	48	365,914
May	20,925	30,788	2,215.25	68	444,612
<b>TOTAL:</b>	<b>96,165</b>	<b>145,246</b>	<b>10,565.25</b>	<b>268</b>	<b>2,182,339</b>

## NMTV Website Stats

Month	Number of Users	Number of Views	Live Stream Views
January	4,665	6,102	1,681
February	4,121	10,999	1,945
March	5,916	11,617	976
April	10,913	16,299	611
May	13,815	15,970	1,030
<b>TOTAL:</b>	<b>39,430</b>	<b>60,987</b>	<b>6,243</b>

## 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	327.5	141	8	58	75	\$878.44
February	262.2	36	85	10	0	\$2,028.95
March	249.75	46	79	10	603	\$1,560.82
April	359.75	104	34	24	100	\$1,947.54
May	339.5	116	36	2	215	\$1,482.63
<b>TOTAL:</b>	<b>1,538.75</b>	<b>443</b>	<b>242</b>	<b>104</b>	<b>993</b>	<b>\$7,898.38</b>

## Production Highlights

### NMTV News Highlights

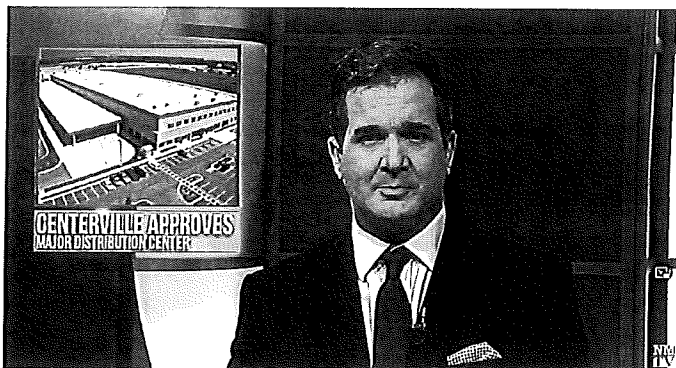
Each week Danika Peterson and Rusty Ray create a news program that highlights events, people, issues, and information important to citizens of our Member Cities. Some May highlights include:

- Centennial Lakes Police Unveil New Hybrid Squad Vehicles
- Rookery Activity Center Set to Open Thanks to Use of Federal COVID Relief Money in Lino Lakes
- Spring Lake Park EMS Students Participate in Mass Casualty Drill
- Blaine Grass Fire Burns 80 Acres of Land
- Thousands Enjoy Tradition of Minnesota's Fishing Opener



- Lino Lakes Leaders Working on Plans to Help Poorly Draining Sunset Avenue Neighborhood
- Johnsville Elementary Cafeteria Worker Names State's Best
- Hockey Non Profit Seeks to Get More People of Color Involved in Sport
- Connexus Energy Welcomes Flock of Sheep to Solar Array
- Centennial Schhols Seeking More Reading Corps Tutors to Help Elementary Students
- Anoka County Master Gardeners Open Busy Season with Plant Sale Fundraiser
- Blaine Veterans Park Ready for Memorial Day and More Additions to Monuments
- Gas Prices Causing Businesses and Local Governments Financial Pain
- Blaine Leaders Take Pitch for Funding to Fix Highway 65 to Capitol Hill
- Centennial Food Shelf Leaders Worry They're Too Difficult to Find for Clients in Need
- Centerville Approves Plan for Amazon Distribution Center, Bringing Hundreds of Jobs and Vans
- Lino Lakes Opens Rookery Activity Center
- North Metro TV's Mike Johnson Retires Again
- Lino Lakes Buys Used Fire Engine to Replace Damaged Ladder Truck
- University Avenue Elementary Students Plan Garden to Expand Learning About Food and Science

In addition to daily playbacks of North Metro TV News on the cable systems, there are **1,073 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

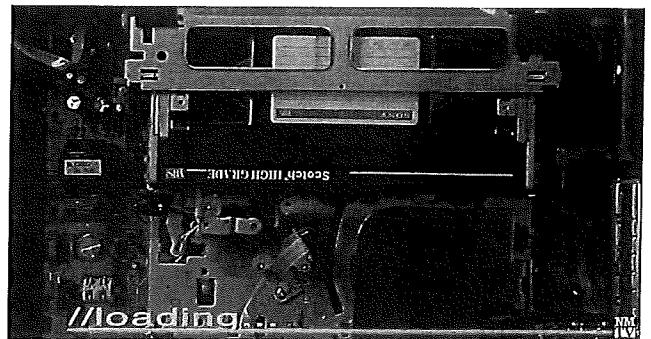
Centerville Approve Plans for Amazon Distribution Center  
1,130 Views

### Video Answer Man

Instructor, Eric Houston, is trying out a new service with Spring Lake Park Parks and Rec. He's calling it "Video Answer Man." This fall and winter, he will set up at City Hall for a three hour session. During that time, residents can come in and ask questions about anything (communications related) that they like. The questions might include setting up a home entertainment system, home movie transfers, public access, their phones, and computer issues. If people are interested in home movie transfers they will be able to get estimates and/or drop off orders. Eric will set some of the home movie transfer equipment for people to see. If there is enough interest in the sessions, we may expand to other venues.

### Social Media and Advertising

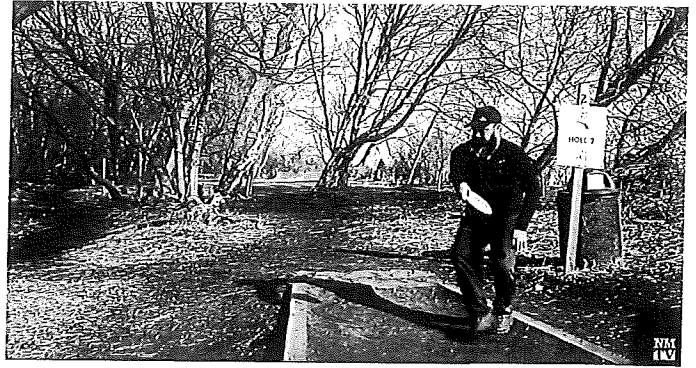
NMTV doesn't have a marketing budget, so we try to find ways to spread the word about our services in whatever free/inexpensive way we can. While we have been posting to social media platforms for a while, we are working to make sure that posts are being done consistently. Studio Manager, Eric Houston, has been heading up this renewed effort. He has been posting to Twitter up to three times a day, highlighting news stories, city videos, sports, and promos for our home movie transfer service and for other services we provide. He is also posting to Facebook, along with other departments, and the maximum posts to Next Door (2 per month). He has met with our news and sports departments to develop a strategy for posts related to their departments. Other steps this month include joining the Ham Lake Community Bulletin Board on Facebook, producing a new video promo for the home movie transfer service, and writing ads for the Blaine, Ham Lake, and Spring Lake Park newsletters promoting the home movie transfer service.



### More Fun Stats

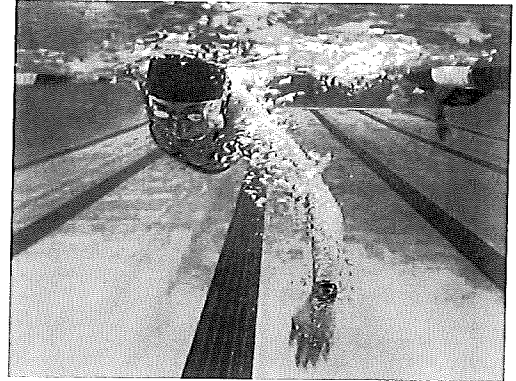
Every month this report highlights the most popular Youtube video class, sporting event and news story, but sometimes there are other fun facts that don't get their due. For example:

- The most popular general video on Youtube, in May, was a story Trevor Scholl produced called "New Disc League Provides Options for Sober Players." It has been viewed 2,322 times so far.
- A concert from last month, the Blue Heron Elementary 4<sup>th</sup> Grade Program was viewed 861 times this month.
- Our most popular Master Gardener piece from last year continues to be "Planting Midget Cantaloupes in Pots." It was viewed 243 times in May. People really love itty bitty cantaloupes.
- The most read news story on our website (the written article...not the video) was "Amazon building in Centerville," read by 1,252 people.
- The second most read news story on our website was "Ham Lake Mayor Resigns," read by 755 people.
- Rusty was the most viewed staff profile. Eight people were curious.



### Rookery Photo Shoot

Special Projects Coordinator, T.J. Tronson, finished up his Rookery photography project for Lino Lakes by jumping into the pool with the swimmers to grab some under water shots. He used NMTV's GoPro. After the shoot, he enhanced all the photos and sent them to Lino Lakes staff.



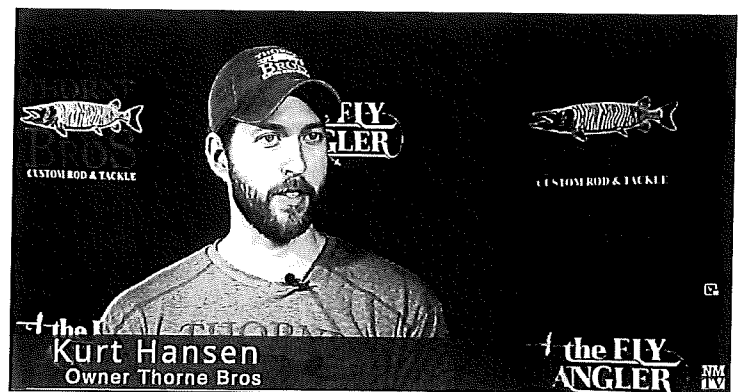
### Podcast of Dreams Movie Podcast

As the producer of an expansive film and television history repertoire, Studio Manager, Eric Houston, has a pretty extensive knowledge of the topic. In May, he was invited to be the guest on the "Podcast of Dreams" movie podcast. They talked about the vampire movie, "Near Dark" and Eric advertised NMTV and our services. The episode will release some time in June. He was able to record the video portion of the show and received permission to play it on the public access channel.

### City Productions

In May, Municipal Producer, Trevor Scholl, completed five productions. The shows include several episodes of Business Matters and coverage of a Level 3 POR meeting for the City of Blaine's website. Trevor also provided technical support for a Blaine Facebook Town Hall. Completed programs include:

- Business Matters: Thorne Bros Fishing
- Business Matters: Vocate
- Thorne Bros Custom Rods
- Sober League Disc Golf
- Level 3 POR (Blaine website only)



New and ongoing projects include:

- Ham Lake Mayor's Minutes
- Blaine PD traffic ride along
- Additional summer Mayor's Minutes
- Circle Pines energy efficient plumbing
- Blaine Facebook live town halls

Trevor touches base with contacts on a regular basis and also encourages Cities to contact him with ideas for new videos.

## Public Access Programs

Title	Producer	Runtime
Bad Movie Bros	Eric Houston	00:36:19
Rice Creek Watershed District Meeting (2 episodes)	Theresa Stasica	02:35:32
Christ Lutheran Church (8 episodes)	Chance Amundson	06:11:38
Lovepower (6 episodes)	Rick Larson	06:00:00
The Power of Love (6 episodes)	Rick Larson	03:00:00
Oak Park Community Church (5 episodes)	David Turnidge	03:22:42
Hope Church	Parker Payne	00:49:14
<b>29 New Programs</b>		<b>22:35:25 New Hours</b>

## NMTV Staff Programs

Title	Producer	Runtime
Anoka County Board Meeting (5/10/22)	T.J. Tronson	00:38:19
Anoka County Board Meeting (5/24/22)	T.J. Tronson	01:16:04
NMTV News (4 episodes)	Danika Peterson/Rusty Ray	01:30:08
Catalytic Converter Theft Prevention Devices Available	Danika Peterson/Rusty Ray	00:01:51
Centennial Lakes Police Unveil Hybrid Cars	Danika Peterson/Rusty Ray	00:02:16
Business Matters: Vocate	Trevor Scholl	00:05:24
Business Matters: Thorne Bros Fishing	Trevor Scholl	00:06:15
Thorne Bros Custom Rods	Trevor Scholl	00:04:27
Sober League Disc Golf	Trevor Scholl	00:03:15
Level 3 POR (Blaine Website Only)	Trevor Scholl	00:44:00
Boys Lacrosse: Centennial/Blaine	Kenton Kipp/Ted Leroux	01:31:15
Baseball: Spring Lake Park/Centennial	Kenton Kipp/Ted Leroux	01:12:31
Baseball: Blaine/Centennial	Kenton Kipp/Ted Leroux	02:42:09
Softball: Blaine/Centennial	Kenton Kipp/Ted Leroux	01:35:41
Boys Volleyball: Blaine/Centennial	Kenton Kipp/Ted Leroux	01:38:17
Softball: 5AAAA SF: Maple Grove/Centennial	Kenton Kipp/Ted Leroux	02:07:56
Adapted Softball: Anoka Hennepin/North Suburban	Kenton Kipp/Ted Leroux	00:59:56
Girls Lacrosse: Blaine/Centennial	Kenton Kipp/Ted Leroux	01:23:07
Boys Lacrosse: Blaine/Spring Lake Park-Coon Rapids	Kenton Kipp/Ted Leroux	01:53:02
Girls Lacrosse: Spring Lake Park /Blaine	Kenton Kipp/Ted Leroux	01:33:28
Boys Lacrosse: Spring Lake Park-Coon Rapids/Centennial	Kenton Kipp/Ted Leroux	01:37:29
Girls Lacrosse: Centennial/Spring Lake Park	Kenton Kipp/Ted Leroux	01:20:15
<b>25 New Programs</b>		<b>24:07:05 New Hours</b>

## City Meetings

Title	Producer	Runtime
Blaine City Council Meeting (5/2/22)	T.J. Tronson	00:40:02
Blaine Planning Commission Meeting (5/10/22)	T.J. Tronson	00:42:31
Blaine City Council Meeting (5/16/22)	Trevor Scholl	01:05:07
Blaine Natural Resources Conservation	Trevor Scholl	01:35:41

Board Meeting (5/17/22)		
Blaine Park Board Meeting (5/24/22)	Trevor Scholl	00:27:40
Centerville Planning & Zoning Meeting (5/3/22)	John Murphy	02:42:55
Centerville Park & Rec Meeting (5/4/22)	John Murphy	02:26:48
Centerville City Council Meeting (5/11/22)	Teresa Bender	01:25:43
Centerville EDA Meeting (5/18/22)	John Murphy	01:44:26
Centerville City Council Meeting (5/25/22)	Teresa Bender	03:24:26
Circle Pines Park Board Meeting (5/3/22)	Patrick Willson	00:25:59
Circle Pines City Council Meeting (5/10/22)	Rusty Ray	00:39:16
Circle Pines Utility Commission Meeting (5/18/22)	Patrick Willson	00:11:21
Circle Pines City Council Meeting (5/24/22)	Patrick Willson	00:25:19
Ham Lake City Council Meeting (5/2/22)	Patrick Willson	00:26:13
Ham Lake Planning Commission Meeting (5/9/22)	Patrick Willson	00:08:48
Ham Lake City Council Meeting (5/16/22)	Patrick Willson	00:22:26
Ham Lake Planning Commission Meeting (5/23/22)	Patrick Willson	00:30:14
Lexington City Council Meeting (5/5/22)	Lexington Staff	00:19:21
Lexington City Council Meeting (5/18/22)	Lexington Staff	00:09:11
Lino Lakes Environmental Board Meeting (5/4/22)	Anne Serwe	01:11:33
Lino Lakes City Council Meeting (5/9/22)	Anne Serwe	00:33:45
Lino Lakes Planning & Zoning Commission Meeting (5/11/22)	Anne Serwe	01:23:19
Lino Lakes City Council Meeting (5/23/22)	Anne Serwe	01:00:54
Spring Lake Park City Council Meeting (5/2/22)	Emerson Rice	00:48:17
Spring Lake Park City Council Meeting (5/16/22)	Emerson Rice	01:01:56
Spring Lake Park Planning Commission Meeting (5/23/22)	Danika Peterson	01:56:00
<b>27 New Programs</b>		<b>27:49:11 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 2022

Programming Statistics	J	F	M	A	M	JU	A	S	O	N	D	22 Total	22 Average
<b>Cablecast Programs</b>	2445.00	2182.00	2497.00	2390.00	2316.00							11830.00	985.83
Cablecast Hours	1981.00	1683.50	1839.25	1860.50	1888.50							9252.75	771.06
Programs Produced - Public	22.00	12.00	24.00	18.00	21.00							97.00	8.08
Program Hours Produced - Public	15.50	8.50	17.00	13.00	15.75							69.75	5.81
Prog. Produced - Affiliated Public	6.00	6.00	6.00	6.00	8.00							32.00	2.67
Prog. Hours Produced - Affiliated Public	4.50	5.50	4.50	7.00	6.75							28.25	2.35
Programs Produced - City Staff	4.00	7.00	3.00	3.00	4.00							21.00	1.75
Prog. Hours Produced - City Staff	5.25	11.00	1.75	3.00	5.25							26.25	2.19
Programs Produced - NMTV Staff	43.00	44.00	53.00	41.00	48.00							229.00	19.08
Prog. Hours Produced - NMTV Staff	44.25	41.75	47.00	39.00	46.50							218.50	18.21
Total Public Programs Produced	28.00	18.00	30.00	24.00	29.00							129.00	10.75
Total Staff Programs Produced	47.00	51.00	56.00	44.00	52.00							250.00	20.83
Total Internal Programs Produced	75.00	69.00	86.00	68.00	81.00							379.00	31.58
% Staff Produced Programs	62.67%	73.91%	65.12%	64.71%	64.20%							65.96%	65.96%
% Public Produced Programs	37.33%	26.09%	34.88%	35.29%	35.80%							34.04%	34.04%
External Programs Submitted	28.00	27.00	26.00	24.00	38.00							143.00	11.92
External Program Hours	24.00	22.00	24.00	22.50	29.75							122.25	10.19
Total New Programs	103.00	96.00	112.00	92.00	119.00							522.00	43.50
<b>Public Equipment Usage Statistics</b>													
<b>Facility Hours Available</b>	119.00	112.00	136.50	84.00	133.00							584.50	48.71
Camera Check Outs	13.00	10.00	9.00	9.00	8.00							49.00	4.08
Studio A	10.25	0.00	0.00	0.00	0.00							10.25	0.85
% of Available Time	8.61%	0.00%	0.00%	0.00%	0.00%							1.75%	1.75%
Studio B	10.00	6.50	3.00	0.00	0.00							19.50	1.63
% of Available Time	8.40%	5.80%	2.20%	0.00%	0.00%							3.34%	3.34%
Editing	11.50	14.25	39.50	14.75	15.75							95.75	7.98
% of Available Time	9.66%	12.72%	28.94%	17.56%	11.84%							16.38%	16.38%
Number of Public Facility Users	19.00	15.00	16.00	10.00	10.00%							60.10	5.01
Total Hours of Public Use	31.75	20.75	42.50	14.75	15.75							125.50	10.46
<b>Production Van/Vmix Statistics</b>													
Number of Van Shoots	9.00	9.00	5.00	5.00	6.00							34.00	2.83
Total Van Usage Hours	55.25	58.75	27.50	28.25	36.25							206.00	17.17
Number of Vmix Shoots	1.00	3.00	10.00	1.00	6.00							21.00	0.24
Intern Hours	11.50	9.50	0.00	0.00	0.00							21.00	1.75
Volunteer Hours	0.00	3.00	13.50	0.00	8.75							25.25	2.10
<b>Workshop Statistics</b>													
Number of Live Workshops	1.00	1.00	1.00	0.00	0.00							3.00	0.25
Number of Students at Live Workshops	10.00	16.00	8.00	0.00	0.00							34.00	2.83
VOD Students All Workshops	3755.00	3427.00	3777.00	3695.00	4177.00							18631.00	1569.25
<b>Media Transfer Statistics</b>													
Total Transfer Equip. Usage Hours	327.50	262.25	249.75	359.75	339.50							1538.75	128.23
Tapes Transferred	141.00	36.00	46.00	104.00	116.00							443.00	36.92
Film Reels Transferred	8.00	85.00	79.00	34.00	36.00							242.00	10.69
Slides/Photos Transferred	75.00	0.00	603.00	100.00	215.00							993.00	82.75
DVDs Copied	58.00	10.00	10.00	24.00	2.00							104.00	8.67
Transfer Hours By Public	9.50	11.25	15.50	15.75	15.75							67.75	5.65
Transfer Hours By Staff	318.00	251.00	234.25	344.00	323.75							1471.00	122.58
<b>NMTV YouTube Statistics</b>													
Number of Viewers	18800.00	18312.00	19378.00	18750.00	20925.00							96165.00	8013.75
Total Videos Viewed	28923.00	29142.00	29639.00	26754.00	30786.00							145246.00	12103.83
Total Hours Watched	2355.00	2382.00	1981.50	1631.50	2215.25							10565.25	880.44
Number of New Subscribers	74.00	29.00	49.00	48.00	68.00							268.00	22.33
Total Impressions	459857.00	448149.00	463807.00	365914.00	444612.00							2182339.00	181861.58
<b>NMTV Website Statistics</b>													
Number of Users	4665.00	4121.00	5916.00	10913.00	13815.00							39430.00	3285.83
Number of Views	6102.00	10999.00	11617.00	16299.00	15970.00							60987.00	5082.25
Live Stream Views	1681.00	1945.00	976.00	611.00	1030.00							6243.00	520.25

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**NORTH METRO TV**

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**TO:** OPERATIONS COMMITTEE /CABLE COMMISSION  
**FROM:** HEIDI ARNSON  
**SUBJECT:** 2023 BUDGET FUNDING BACKGROUND  
**DATE:** 5/24/2022

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**FUNDING**

**Franchise Fees**

- 5% of gross revenue
- Franchise fees collected in 2022 are used for 2023 budget
  - Easier to estimate total franchise fee income
- Declining, but at a slower rate
- Unrestricted for budgeting purposes
- Will remain at 5% rate with new franchise

**PEG Fees**

- Currently \$3.30 per subscriber per month
- PEG fees are used as they are collected
  - Makes income estimates for 2023 more difficult
- Declining as subscriber levels decline
- Currently unrestricted for budgeting purposes
  - MOU and Settlement Agreement allow PEG fees to be spent on operational expenses.
- PEG fees could become a % of gross revenue in new franchise

**Miscellaneous Income**

- Unrestricted

**Reserves**

- Unrestricted

**INCOME UNKNOWNNS**

Effect of FCC's Third Report and Order on franchise fees



#### Franchise Renewal

- Don't have a time-line for when this will be finished
  - Sticking point may be PEG fees
- May have impact on PEG fees in 2022/2023

#### Ability to increase miscellaneous income

- Staff is developing new sources of income
- It will be difficult to replace reduced franchise/PEG fees

# 2023 North Metro Telecommunications Commission

## Budget

### Talking Points

#### Overall Organizational Goals

- Implement Strategic Plan.
- Franchise renewal.
- Explore additional services for Cities.
- Grow commercial productions.
- Provide staff for meeting coverage.
- 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, home-media transfer services, and public access to television production for our cities, schools and general public.

#### Estimated Fund Balance/Revenues/Expenses

- The beginning fund balances for 2023 are estimates based on previous allocations, planned spending for 2022, 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 2023, multiplied by the PEG fee, or by a percentage in a new franchise document. Other income includes dub fees, home movie transfers, drone, streaming and production services. Interest income is estimated based on the first quarter interest earnings of this year.
- Estimated expenditures include the operating expenses and capital expenses including the bond payment, production and office equipment, and the 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 2023 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.

- 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 could include needs assessments, consulting, and legal fees.

### **Budget**

- The recommended operating budget for the organization totals \$1,413,098. This number is a \$59,589 increase over last year's operating budget. Increases were made to the personnel, payroll tax, benefits, administrative costs, and office expenses.
- Budgeted capital purchases for 2023 are set at \$628,335. Budgeted capital items include a replay unit for the production truck, cameras, tripods, equipment contracts, closed captioning contracts, and microphones. The capital budget also includes routine computer/software upgrades, and software licenses, the HD Bond payment of \$229,425 and \$200,000 in capital equipment support for cities.
- The overall capital budget is \$39,161 lower than the 2022 capital budget.
- The overall 2023 budget is \$20,248 more than the 2022 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.
- NMTV will have a new Strategic Plan by the end of 2022. That plan will address many issues facing NMTV and will outline a path forward.
- Franchise renewal should move forward, and will have an impact on future budgets and goals.

# **North Metro Telecommunications Commission**

## **2023 Budget Line-Item Supporting Information**

### **Personnel**

- The personnel line-item is our largest and, usually, the only budget area that experiences any fluctuation from year to year. As has been the recommended procedure for the past two years, an “up-to” COLA increase has been included in the budget, as a separate line-item, that could be revisited later in the year. Based on information provided by the Operations Committee, I have budgeted an up-to 2.75% COLA increase for 2023. With this recommendation, the personnel total would increase by \$22,657. The amount also includes step increases for two employees.
- Part-time staff is 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.

### **Benefits**

- The NMTC employee benefits package budget is based on the values of the benefits packages offered by the Member Cities to their employees. It is budgeted at \$1,255.00 per person/per month. This is \$30 more than was budgeted for 2022. This amount is less than the average of Member City package values for 2022/2023 (average = \$1,292)
- The benefits/payroll tax portion of the budget increased by \$7,595 over the 2022 budget.
- All indications are that the NMTC’s contribution to PERA will remain at 7.5% in 2023.

### **Administrative Expenses**

- Budgeted administrative expenses are \$2,500 more than 2021. The audit, conference, and special meeting line-items were increased. The additions will allow for anticipated audit cost increases, attendance at the local MACTA conference, and attendance at NATOA sponsored webinars.

### **Production Expenses**

- Budgeted production expenses remain unchanged from 2022.

### **Office Expenses**

- Office expenses are budgeted \$26,000 more than the 2022 level.
- The building maintenance line-item was increased by \$15,000, to better reflect actual costs over the past two years, and with recognition that there will likely be

unexpected problems with an aging building. 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 was increased by \$2,000, to cover probable higher fuel/energy costs. Building utilities include sewer, water, gas, and electric.
- Insurance includes all property, liability, crime, volunteer, vehicle, drone, and monument sign coverage. This amount was increased by \$4,000. The Commission policy cost was increased fairly significantly in 2022, due to insurance costs in general.
- 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 \$4,000 over the 2022 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 was increased \$1,000 to better reflect recent actual costs.

## **Capital Expenditures**

- The 2023 capital budget currently includes \$142,910 for production equipment, \$28,000 for office systems, \$229,425 for the HD bond payment, and \$200,000 for city capital expenses.
- The production equipment budget includes annual system contracts, including closed captioning, a re-play system for the truck, tripods, cameras and miscellaneous items such as microphones.
- Office equipment includes routine computer and software upgrades, and software licenses for office and editing computers.
- Fees back to Cities are included as a capital cost. Once the franchise is renewed with Comcast, PEG fees could be restricted to capital costs. In such a case, any PEG fees used for operating costs would result in lower franchise fees. As such, PEG fees will be returned to cities for equipment upgrades and reserves.

## **Summary**

- The 2023 Operating budget is \$59,589 higher than the 2022 budget. The increases are split between personnel/benefits (\$30,252), administrative costs (\$2,500) and office expenses (\$26,000).
- Capital equipment expenditures are budgeted at \$142,910, which is \$43,106 lower than the 2022 budget.

- The 2023 HD bond payment is budgeted at \$229,425. The bond will be paid off in 2024.
- It is recommended that fees returned to cities be included in capital expenditures in order to maximize fee payments in the future. This budget includes \$200,000 in fees for city capital expenditures and capital reserves.
- The overall 2023 budget is \$20,248 higher than the 2022 budget.

**North Metro Telecommunications Commission**  
**2023 FINANCIAL SUMMARY**  
**Estimated Fund Balances/Revenues/Expenditures.**

**BEGINNING FUND BALANCES**

Operating Reserve	\$459,439
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: \$1,277,762**

**ESTIMATED REVENUES**

Franchise Fees	\$1,150,000
PEG Fees	\$650,000
Other Income	\$35,000
Interest Income	\$1,000
Income From Reserve Funds	\$205,433

**TOTAL: \$2,041,433**

**ESTIMATED EXPENDITURES**

Operating Expenses	\$1,413,098
Capital Expenses: Equipment/Bldg	\$198,910
Capital Expenses: Bond Payment	\$229,425
Capital Expenses: PEG Fees to Cities	\$200,000

**TOTAL: \$2,041,433**

**YEAR END FUND BALANCES**

		Increase(Decrease)
Operating Reserve	\$353,275	-\$106,164
Accrued Vac, Sick, Comp	\$120,000	\$0
Capital Equip. Fund	\$184,054	-\$69,269
Truck Replacement Fund	\$45,000	\$0
Bldg Repair Reserve	\$170,000	-\$30,000
Franchise Renewal Fund	\$200,000	\$0
Bond Reserve	\$0	\$0

**TOTAL: \$1,072,329      -\$205,433**

<div style="text-align: center;"> <b>2023</b>  <b>North Metro Telecommunications Commission Budget</b> </div>									
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<b>2023</b> <b>North Metro Telecommunications Commission Budget</b>
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**2023**  
**North Metro Telecommunications Commission Budget**

	2021 ACTUAL	2022		2023	NOTES
		Budget	April Act.		
<b>CAPITAL EXPENDITURES</b>					
Video Equipment	100,089	186,016	19,715	142,910	Replay unit; cameras; tripods; mics
Computer/Office Equipment/Sftwre	20,084	28,000	4,588	28,000	office systems, software
Vehicles	0		0	0	
Building Expenditures	0		0	28,000	Parking lot repairs. Electronic signage
Bond Payment	227,430	228,480	0	229,425	HD Upgrade
City Capital Expenditures		225,000	225,000	200,000	Equipment/Equipment Reserves
<b>CAPITAL EXP. TOTAL:</b>	<b>347,603</b>	<b>667,496</b>	<b>249,303</b>	<b>628,335</b>	
<b>GRAND TOTAL:</b>	<b>1,462,696</b>	<b>2,021,005</b>	<b>687,587</b>	<b>2,041,433</b>	

# North Metro TV 2023 Equipment Budget

## Master Control Service & Subscriptions

ID No.	Model No.	Make	Description	Qty	Unit Price	Total
2023-1	CBL-PLATINUM-4	Tightrope	4 I/O Platinum Support through Tightrope. Loaner, Night Support, Upgrade Assistance	1	4000	4000
2023-2	CBL-PLATINUM-ADDL	Tightrope	Tightrope Additional I/O Annual Software Maintenance Contract for Large Systems	8	500	4000
2023-3	CBL-REFLECT-BND	Tightrope	Cablecast Reflect Live Stream Server Subscription -	4	2300	9200
2023-4	CBL-CAPTIONING-500	Tightrope	500 Hour Block of Captioning	1	3500	3500
2023-5	CBL-CABLECAST-REN	Tightrope	Subscription Fee to maintain 1 Cablecast OTT channel	2	300	600
2023-6	CBL-ENCO-SUPPORT	Tightrope	Annual Support Contract for ENCO enCaption server & software	1	6000	6000
2023-7	M-PREM-SUPP-1	Haivision	Premium Maintenance & Support 1-Year -Renew in November-	1	22000	22000
2023-8	Ross Equipment Support	Ross	Ross Service Contract Quote 30330 - Studio Xpression, Studio Caribointes, Blackstorm, Truck Cart	1	7000	7000
2023-9	Imagine Equipment Support	Imagine Communica	Imagine Contract for MC Router, Encoder "Good Through April 30"	1		62300

## Master Control Equipment

ID No.	Model No.	Make	Description	Qty	Unit Price	Total
2023-10	CBL-LIVE350	Tightrope	Live Streaming Video Server (Extend into 2024 Budget)	0	3500	0

## Control Room/Studio A

ID No.	Model No.	Make	Description	Qty	Unit Price	Total
2023-20						

## Control Room/Studio B

ID No.	Model No.	Make	Description	Qty	Unit Price	Total
2023-30						

## Production Truck

ID No.	Model No.	Make	Description	Qty	Unit Price	Total
2023-40	Vision 250	Vinten	Vinten Vision 250 Carbon Fiber Tripod with Mid-Spreader	1	16000	16000
2023-41	Mira	Ross	New Replay System (Possible Ross Mira)	1	40000	40000
2023-42	Graphics PKG	Ross	Rocket Surgery Graphics Package	0	18000	0
2023-43	CV503	Marshall	Marshall Electronics CV503 Mini HD Camera (3G/HD-SDI)	4	400	1600
2023-44	AllSports CG	Daktronics	Daktronics All Sports CG Scoreboard Tie-In Machine	1	5000	5000
						62600

## Sports Department

ID No.	Model No.	Make	Description	Qty	Unit Price	Total
2023-46				1		0

## Public Access

ID No.	Model No.	Make	Description	Qty	Unit Price	Total
2023-50	MM100PRO	Wolverine	Wolverine 8mm and Super 8mm Digitizer	1	500	500
2023-51	ZV42/FX4	Funai	Funai Combination VCR and DVD Recorder	1	750	750
2023-52			Assorted parts and supplies for home movie transfer service	1	400	400
						1650

## News Department

ID No.	Model No.	Make	Description	Qty	Unit Price	Total
2023-60	Camera	Panasonic	Panasonic Camera	0	5000	0

## Special Events

ID No.	Model No.	Make	Description	Qty	Unit Price	Total
2023-70	CX350	Panasonic	Panasonic AG-CX350 4K Camcorder	0	4200	0
2023-71	AG-VBR59P	Panasonic	Panasonic 7.28V 43Wh Lithium-Ion Battery for DVX200 and CX10 (5900mAh)	0	200	0
2023-72	AG-BRD50P	Panasonic	Panasonic Battery Charger for AG-VBR & Other Batteries	1	300	300
2023-73	67UVP	Tiffen	Tiffen 67mm UV Protector Filter Page 1 of 2	3	20	60

2023-74	OCM-7B-4KV2	Elvid	Elvid FieldVision 4KV2 7" On-Camera Monitor	3	200	600
2023-75	SDSDXDK-128G-ANCIN	SanDisk	SanDisk 128GB Extreme PRO UHS-II SDXC Memory Card	6	175	1050
2023-76	C-4203BKII	Watson	Watson NP-F975 Battery Kit with Compact AC/DC Charger	3	90	270
2023-77	CAR-AGCX350	Portabrace	PortaBrace Ultra-Lightweight Carrying Case for Panasonic AG-CX350	3	190	570
2023-78	VZ-SITEALTH-LX	Varizoom	Varizoom VZ-Sitealth-LX Zoom Controller	3	150	450
2023-79	LED-7100T	Genaray	Genaray LED-7100T 312 LED Variable-Color On-Camera Light	1	180	180
2023-80	EW 112P G4-A1	Sennheiser	EW 112P G4 Camera-Mount Wireless Omni Lavalier Microphone System (A1: 470 to 516 MHz)	1	750	750
2023-81	EW 112P G4-A	Sennheiser	EW 112P G4 Camera-Mount Wireless Omni Lavalier Microphone System (A: 516 to 558 MHz)	1	750	750
2023-82	ME2-II-V1	Sennheiser	ME 2-II Omnidirectional Lavalier Microphone with Locking 3.5mm Connector (Black)	2	140	280
2023-83	MDR-7506	Sony	Sony MDR-7506 Headphones	1	100	100
						5360

Municipal Services		Model No.	Make	Description	Qty	Unit Price	Total
2023-90				Various Small Equipment Replacements	1	1000	1000

Tech Shop Equipment		Model No.	Make	Description	Qty	Unit Price	Total
2023-100				Cable Reels, Cable Ends, Small Tools, etc.....			0

Various Small Items		Model No.	Make	Description	Qty	Unit Price	Total
2023-120				Small Item Budget	0		5000

Grand Total						142910.00
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## NORTH METRO FRANCHISE FEE HISTORY

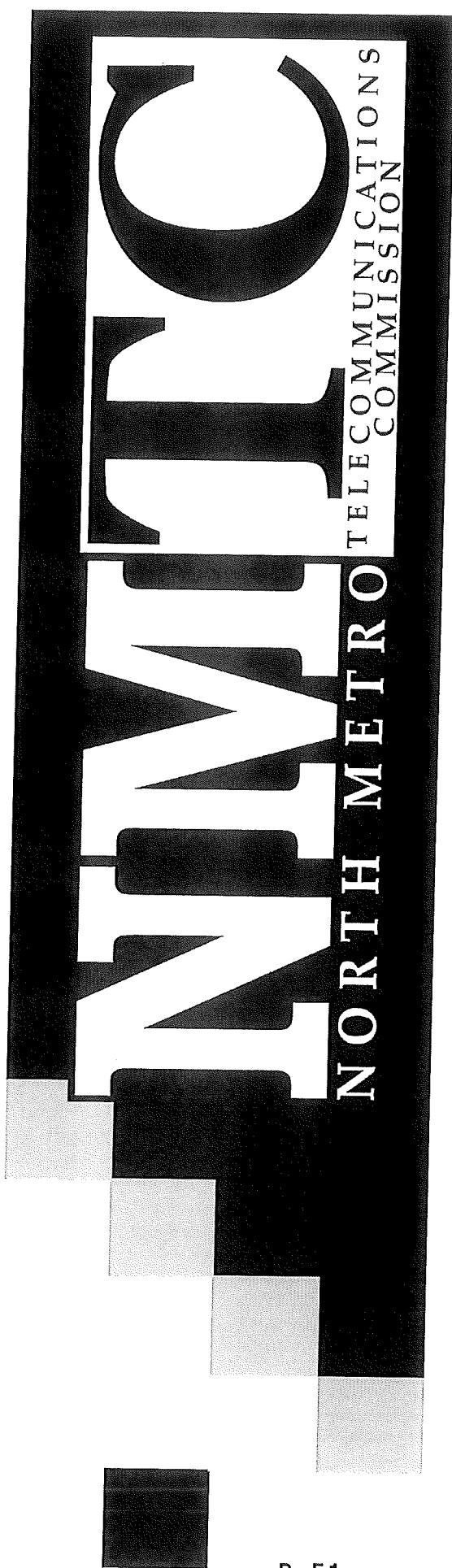
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**Cable Commission and Operations Committee  
Introductory Materials**

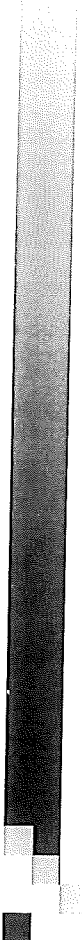
## **Table of Contents**

- **Introduction to the Cable Commission/Operations Committee pp. 2-16**
- **Services Provided by North Metro TV pp. 17-20**
- **Meet the Staff pp. 21-27**
- **Meetings Schedule p.28**
- **Contact Information p.29**
- **Helpful Links p.30**




## Operational Introduction and Overview





# The purpose of the Commission

- To administer and enforce the cable franchise
- To conduct audits to insure compliance with the franchise
- To produce programs for the cities
- To provide public access to citizens via NMTV
- To promote the development of local programs
- To ensure public access to emerging technologies



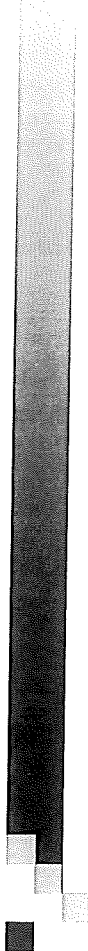
# The members

- Blaine, Centerville, Circle Pines, Ham Lake, Lexington, Lino Lakes, and Spring Lake Park are current members
- Cities also served by the current franchise holder can become members
- If membership falls below five cities the commission is dissolved



# Representation

- Each city is entitled to one director to represent it on the Commission
- The director must be an elected official from the member city
- Each city must have an alternate director, who is a city staff member



# Voting

- Each director is entitled to one vote per 1,000 subscribers, or fraction thereof
- The number of subscribers per city is determined on December 31<sup>st</sup> of each year, based on the Comcast monthly report of subscriber levels
- Every director has at least one vote
- All official actions must receive a simple majority (51%) of votes and the affirmative vote of a majority of directors, or the affirmative vote of  $\frac{3}{4}$  of the directors
- The same number of votes are required for a quorum



# Election and duties of officers

- Officers include the Chair, Vice Chair, Secretary and Treasurer
- The Chair presides at all meetings and signs legal documents
- The Vice Chair acts as the Chair in the absence of the Chair
- The Secretary makes sure the minutes are accurate and signs them
- The Treasurer oversees the financials and signs legal documents
- Officers are typically elected at the February meeting
- Officers are elected annually for one year terms
- Officers completing a full one year term can only succeed themselves for one more full year term in the same office

# Powers/ duties of the Commission

- Monitor the cable company to ensure compliance with the franchise
- Participate in audits of the cable company
- Able to hire attorneys and consultants for participation in law suits or studies
- Negotiate and recommend competitive franchises to cities
- Can participate and appear in proceedings of state and federal regulatory, legislative, or administrative bodies on any matter related to or affecting cable rates, franchises, or levels of service
- The Commission can delegate its authority to the Executive Committee
- Recommending and forwarding the Commission and NMTV annual budgets
- Review of NMTV expenditures

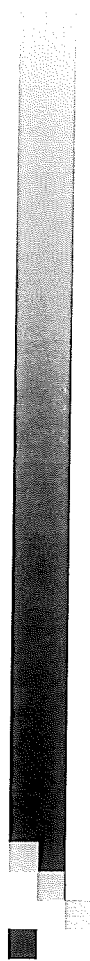
# The Operations Committee

- A committee made up of the administrators from the member cities
- The group meets once a month on the Tuesday before the Executive Committee meeting
- Day to day supervision of the Executive Director and NMTV operation
- Makes recommendations to the Commission regarding NMTV operations, staffing needs, and compensation levels
- Makes recommendations to the Commission regarding the NMTC's annual budget and goals

# Financial matters


- The fiscal year is the calendar year
- Funds are expended within the guidelines for Minnesota Statutory Cities
- All legal documents, checks, orders, and drafts must include authorization/signatures of the Chair and Treasurer
- Each city is responsible for its share of debt service payments on the HD equipment bonds from their share of franchise and PEG fees
- Each city is responsible for its share of operating and capital costs of the Commission from their share of franchise and PEG fees
- Franchise fees and PEG fees are paid quarterly by Comcast to the Commission
- An annual audit is required






# Commission funding

- The Commission budget is primarily financed by franchise fees and PEG fees
- Franchise fees are a 5% fee on gross revenue, paid by the cable company, for use of the public rights of way
- Franchise fees are paid to the Commission quarterly
- The PEG fee is a set amount, determined through negotiations with the cable company, passed through to subscribers each month on the cable bill
- The PEG fee is currently 3.30 and can increase annually by the CPI
- PEG fees are paid to the Commission quarterly
- NMTV also generates revenue through commercial services



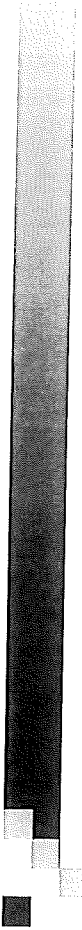
# Commercial Services

- Commercial video production
- Home Movie Transfer service
- Drone service
- Live-streaming of events
- Program copies/dubs
- Equipment rental fees
- Workshops



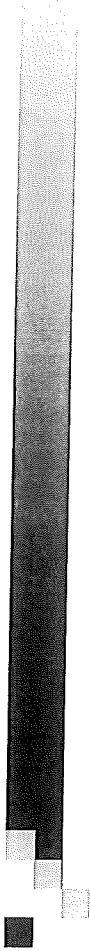
# Commission & NMTV budgets

- Draft budgets are prepared in May
- Draft budgets are reviewed by the Operations Committee and Commission in June
- Any recommended changes are incorporated
- Final budgets must be approved no later than the July full Commission meeting
- Approved budgets must be received by cities by August 1<sup>st</sup>
- Budgets are deemed approved by cities unless they withdraw from the Commission by October 15<sup>th</sup>
- Any necessary final budget action must be taken by the Commission by November 1<sup>st</sup>




# Duration of the Commission

- The Commission can continue for an indefinite term
- The Commission is terminated if members total less than 5
- The Commission can also be dissolved by mutual agreement
- The Commission shall exist as long as any bonds are outstanding



# Leaving the Commission

- City must notify Commission, in writing, of intent to withdraw for next calendar year, before October 15<sup>th</sup> of current calendar year
- City still responsible for paying its percentage of bond debt from cable fees
- As long as bond debt exists cable fees are still paid to the Commission
- Any cable fees remaining after payment of share of debt will be returned to city
- If there is no bond debt the withdrawing city can request its share of equity in the building, based on the percentage of franchise fees paid to the cities
- Commission can initiate a buy-out
- If there is no bond debt the entire franchise fee earned by a city would go to the city



# Meeting schedules


- The Operations Committee meets on the Tuesday before the Executive Committee (often the first Tuesday of the month) at 11:00 a.m. at NMTV
- The Executive Committee meets on the first Wednesday of the month, at 6:00 p.m. at NMTV
- The full Commission meets on the third Wednesday of the month, at 6:00 p.m. at Spring Lake Park City Hall



## **NORTH METRO TV**

### **Services and Responsibilities**

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#### **Video Engineering**

- Keep audio, video and networking operational for NMTV, the seven Member Cities, and the mobile production van.
- Troubleshoot and maintain networks. A lot of the system's video equipment runs on an IP network.
- Coordinate with schools, public buildings', and arenas' network administrators on subverting firewalls for live programming signal transport.
- Research methods of production as technology advances.
- Coordinate video equipment upgrades with vendors for any video related equipment for NMTV and for City Council Chamber production systems.
- Oversee bidding process, tear-out, new installation, and training.
- Create and maintain wire mapping documents for video and audio systems.
- Ongoing new equipment replacement research and recommendations. (Cameras, switchers, mics, audio boards, lights, recording devices, back-up power, surge protection, networking, and video transport.)
- Equipment repair.
- Emergency and preventive equipment maintenance.
- Provide training for city and NMTV staff in usage of video production system.
- Install equipment for and monitor HD channel signal transport from city hall to NMTV head-end.
- Coordinate with Comcast on transmission in Master Control, dedicated internet and public internet connections, and city cable equipment and signal issues.
- On-call for troubleshooting during events and city meetings.



#### **Channel Management**

- Provide all equipment necessary to program NMTV and city channels. Including devices to transport signals from City Hall, servers to record signal, software and servers to play programs on channels, devices to create graphics pages on channels. Servers to stream channels live on the internet and OTT ( Over the top) channels like Roku and AppleTV.
- 24/7/365 programming of channels.
- Signal testing for live meetings on cable meetings and live Zoom meetings.
- On-call during live meetings to troubleshoot problems.
- Provide bandwidth for live meeting cablecast and recording, live streaming channels on the internet and video on demand.
- Schedule all programs on channels. Coordinate all schedules with city staff.
- Upload city related videos to city websites/YouTube pages

- All NMTV channels are available as an app on Roku and Apple TV. This means that any citizen with any device (TV, cable service, no cable service, computer, phone, tablet) can access all NMTV channels, including city channels.
- Conduct regular system software updates.
- Maintain detailed programming database in Cablecast to facilitate ease of tracking statistics or creating specific reports with multiple sort criteria.
- Monitor health of UPS systems and health of multiple RAID systems in Cablecast equipment and replace hard drives as needed.

### **Video-On-Demand**

- All city meetings are provided via video-on-demand, with bookmarked agendas, for instant access to specific agenda items.
- Link video-on-demand libraries to city websites.
- Maintain video-on-demand meetings archive for amount of time requested by each city.
- Provide DVD or USB copies of meetings, upon request, to cities.

### **City Meeting Coverage**

- Schedule staff to record and live-stream all city meetings.
- Assign a back-up staff person for every meeting.
- Create and edit manuals for operating equipment in council chambers.
- Hire and train staff to operate council chamber equipment.
- Coordinate meeting schedules and monitor for changes.
- Communicate with staff regarding any equipment issues during production.
- Follow-up with recording staff regarding potential news stories from meeting agenda.

### **Closed Captioning**

- Provide closed captioning services on all live city meetings and sporting events.
- Provide closed captioning on all pre-recorded programs.
- Provide closed captioning on all playback platforms including cable channels, streaming channels, Youtube, video-on-demand, and OTT channels such as Roku and AppleTV.

### **Staff Program Production**

- Weekly production of NMTV News.
- Election programming.
- Weekly production of Sports Den, a high school sports highlights program, during school year.
- High school sporting events.
- Youth league sporting events.



- High school coach and captains interviews.
- City promos.
- City issues.
- Police and Fire department videos.
- City staff profiles.
- Mayor's Minutes.
- City event coverage...parades, festivals, charity events.
- Videos for internal city staff use....such as training videos.
- Arrive Alive.
- Business profiles.
- Non-profit profiles.
- Serve as an on-call production house for cities.
- Staff of full-time, award-winning video professionals on call to meet all of cities' video needs.

## Educational

- Traveling lecture series at Senior Centers, Libraries, Senior living facilities, Anoka County History Center, City Park & Rec Departments, and Continuing Education.
- Teach video production classes to public.
  1. Documentary filmmaking.
  2. Narrative filmmaking.
  3. Screenwriting.
  4. Creating public service announcements.
  5. Recording sound.
  6. Cameras and mics.
  7. Editing.
  8. Studio production.
  9. Private, specialized workshops.
- Provide professional video production equipment for use by public at no cost.
- Have work programs/internships for special needs students.
- Provide internships and employment to video production students.

## Commercial

- Live streaming services for non-profit fund-raisers, concerts, sporting events, and other presentations.
- Home Movie Transfer program. Staff can transfer personal home videos, films, slides and photos to DVD or USB formats.
- Studio and other equipment rental.
- Drone services.
- Video production services.

## Drone Services

- Provide Inspire 2 drone and fully licensed drone pilot.

- Maintain drone registration and pilot certification.
- On-site/on-line surveys of drone flight location.
- Obtain FAA permissions and authorizations.
- Obtain permissions and authorizations from other governing bodies as needed.
- Upload and sync all approved authorizations into drone software.
- Capture of aerial video and photos.
- Image enhancement and encoding.
- Posting final product to various platforms.

## **Miscellaneous Services**

- Provide licensed music for productions.
- Maintain relationships with MN State High School League and school staff for event coverage permissions.
- Provide website and social media content.
- Still photography for publications or websites.

## **Franchise Administration**

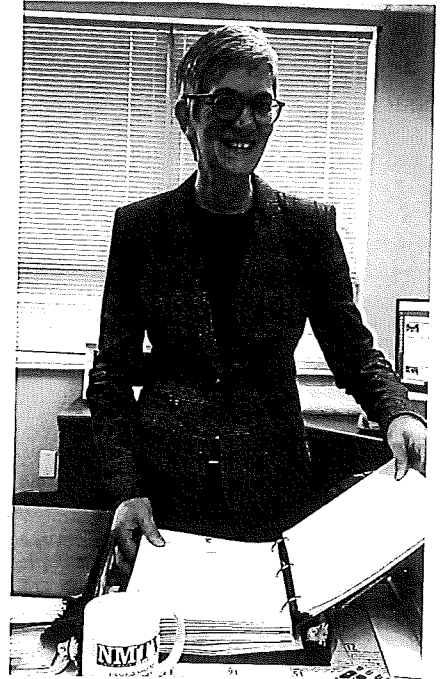
- Franchise renewal.
- Handle subscriber complaints.
- Monitor franchise compliance.
- Franchise violation notifications.
- Franchise settlement agreements.
- Cable Company transfer of ownerships.
- Technical audits.
- Fee audits.
- Needs assessments/viewer surveys.
- Monitor FCC and State activities that affect franchise.
- Monitor public-rights-of way rulings.
- Work with legal counsel to create model ordinances that benefit Member Cities, such as Drone Model Ordinance/Usage.
- The combined population of Commission Member Cities results in more negotiating power with cable company.
- Services of one of the best communications attorneys in the country at a shared rate.

# North Metro TV Meet the Staff 2022



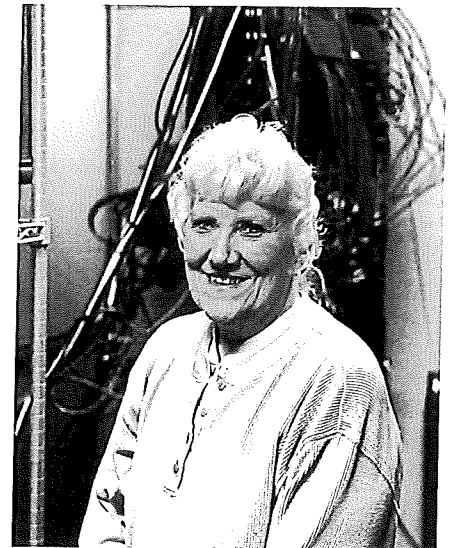
## Heidi Arnson: Executive Director

- Daily operational and fiscal management for NMTV
- Administrative support to Operations Committee and Cable Commission
- Determines resource needs in the areas of personnel, inventories, and capital outlays
- Annual budgeting
- Long term planning
- Monthly reporting
- Franchise administration
- Franchise renewal
- Resolves cable subscriber complaints
- Keeps abreast of telecommunications legislation and issues
- Reviews and bookmarks city meetings for video-on-demand
- Communicates with Operations Committee and Cable Commission via monthly reports, meeting "Talking Points" and meeting minutes
- Start date: September 26, 1986 as an instructor for Cable TV North Central
- 763.231.2801; harnson@northmetrotv.com



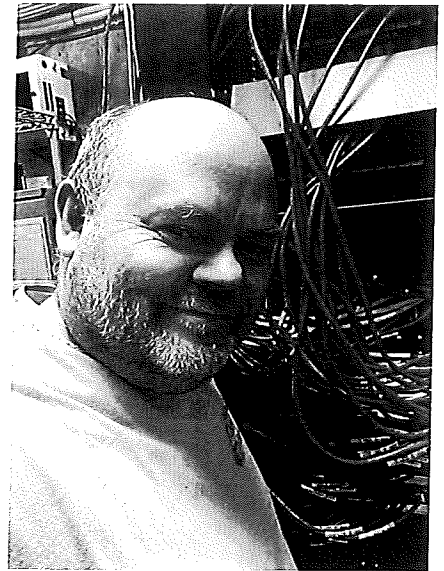
## Rose Valez: IT Engineer/Accounting/HR

- Builds and maintains office computers for NMTV
- Computer network administration
- Ensures security of system by performing backups and updating security protocols.
- Telephone network administration
- Researches software
- Certified Microsoft Engineer
- Financial reports, billing, payroll
- Manages annual financial audit
- Manages and orders office supplies
- Human resources management
- Benefits administration
- Start date: October 18, 1999 as an Administrative Assistant
- 763.231.2808; rvalez@northmetrotv.com



## Matt Waldron: Video Engineer

- Maintains audio, video and equipment networking for NMTV, member cities, and the production van
- Researches methods of production as technology advances
- Coordinates video equipment upgrades, with vendors, for any video related equipment for NMTV and city council chambers
- Emergency and preventive equipment maintenance
- Equipment repair
- Installs equipment and monitors HD signal transport from city hall to NMTV master control
- Maintains video equipment inventory
- Coordinates with Comcast on cable system transmission from NMTV master control, dedicated internet and public internet connections, and city cable equipment and signal issues
- Consultant for cities regarding equipment replacement plans
- Coordinates with school, city, and sports venue administrators for subverting firewalls for live programming signal transport
- Start date: July 1, 2002, as a Sports Producer
- 763.231.2809; mattw@northmetrotv.com



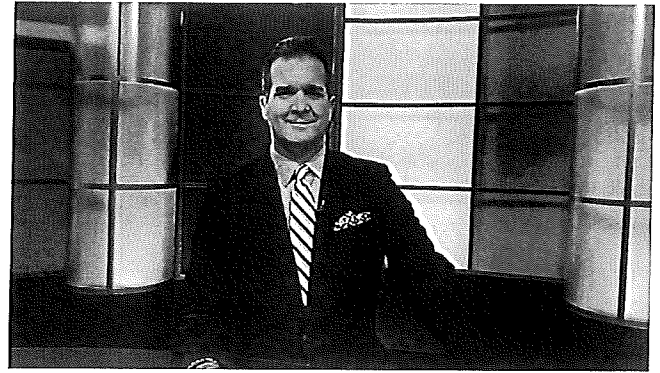
## Danika Peterson: News Director

- Oversees news department
- Produces the weekly program NMTV News
- Produces other programs
- Produces election related programming
- Builds and maintains relationships with community organizations and city staff
- Supervises production of city meetings
- Schedules freelancers and back-up staff to record city meetings
- Creates and edits manuals for city control rooms to assist freelancers
- Works with non-profit organizations to share stories
- Produces/live-streams events for organizations (fee based)
- Posts website content
- Posts YouTube content
- Posts social media content
- Supervises a full time assistant, and a part-time assistant
- Supervises and trains freelancers and interns
- Assists other production staff when necessary
- Start date: October 4, 2004, as a News Producer
- 763.231.2810; danika@northmetrotv.com



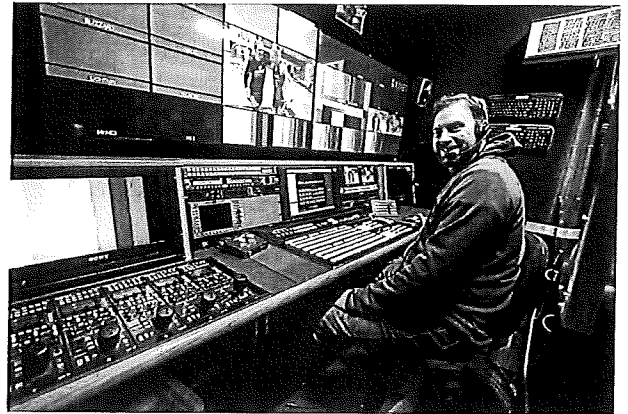
## Rusty Ray: News Producer

- Researches, locates, and coordinates stories for weekly NMTV News
- Shoots video and on-camera interviews
- Edits news stories
- Reporting, anchoring, and hosting
- Interviews candidates for office
- Produces other programs such the talk show Conversations
- Assists with the production of election related programming
- Assists with coordinating city meeting coverage
- Serves as a back-up for city meeting coverage
- Provides live-event production assistance
- Updates NMTV website, YouTube page, and social media
- Supervises and trains interns
- Assists other production staff when necessary
- Start date: September 26, 2018, as a News Producer
- 763.231.2805; rusty@northmetrotv.com



## Kenton Kipp: Sports Director

- Oversees Sports department and mobile production van
- Responsible for maintaining relationships with school Activities Directors, coaches, and the MN High School League
- Coordinates and schedules events for recording
- Recruits, hires, trains, and schedules crew for shoots
- Provides continuing education for crew regarding new equipment, methods and practices
- Produces high school and community athletic association sporting events utilizing the production truck and/or live streaming devices
- Produces community events such as parades and pageants utilizing the production truck and/or live streaming devices
- Produces the weekly sports-wrap show Sports Den
- Uploads games and Sports Den episodes to YouTube
- Live streams games to YouTube, Facebook and the NMTV website
- Promotes live coverage on Twitter
- Generates commercial business for streaming and production services
- Routine maintenance of the equipment in the truck
- Long term equipment planning for the production truck
- Supervises a full time assistant, part-time assistants, interns, and volunteers
- Start date: May 10, 1999, as a Sports Producer
- 763.231.2802; kkip@northmetrotv.com



## Ted Leroux: Sports Producer

- Directs and produces high school and community athletic association sporting events utilizing the production truck and streaming devices
- Directs and produces community events such as parades and pageants utilizing the production truck and streaming devices
- Trains crew members regarding set-up and operation of production equipment
- Schedules service on production truck
- Assists with the production of Sports Den
- Sports graphic design
- Creates blu-ray masters of all games and events
- Designs labels for blu-ray masters
- Updates materials on the website, YouTube and social media platforms
- Supervises and trains part-timers, interns, and volunteers on shoots
- Start date: January 3, 2022, as a Sports Producer
- 763.231.2804; ted@northmetrotv.com



## T.J. Tronson: Educational/Special Events Coordinator

- Special event coordination and production of city, school, and commercial client projects
- Schedules, records, edits, sound, graphics production and posting of final video projects to requested platform
- Covers special events such as safety camps, Arrive Alive, political debates and forums, TED Talks, non-profit fund raisers, and school events for streaming only
- Works with Anoka County to edit and distribute the Anoka County Board meetings
- Maintains drone registration and pilot certification
- Maintains NMTV's Inspire 2 drone including firmware updates and licenses
- Captures aerial video and photos
- Provides video and photographic content for NMTV productions and city websites
- Records city meetings and serves as a back-up for city meeting coverage
- Recruits commercial projects
- Departmental equipment planning
- Start date: May 24, 1990, as a Public Access Instructor at our Coon Rapids studio
- 763.231.2807; tjtronson@northmetrotv.com



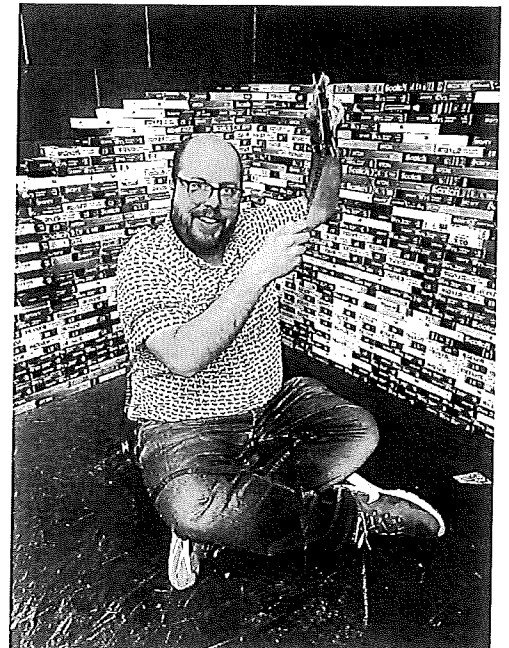
## Michele Silvester: Programming Coordinator

- Manages and monitors nine cable channels, nine streaming channels, nine Roku and AppleTV channels and an extensive video-on-demand library of programs and meetings
- Schedules programs on nine channels 24/7/365
- All program processing
- Program encoding
- Signal testing for live meetings, both cable and Zoom
- Coordinates city playback schedules with city staff
- Uploads city related videos to city websites/YouTube pages
- Conducts regular system software updates
- Maintains detailed programming database in Cablecast to facilitate ease of tracking statistics or creating specific reports with multiple sort criteria
- Monitors health of UPS systems and multiple RAID system in Cablecast equipment
- Provides city meetings on video-on-demand with bookmarked agendas
- Links video-on-demand libraries to city websites
- Maintains video-on-demand meeting archives
- Provides DVD or USB copies of meetings upon request
- Researches, tests and coordinates introduction of closed captioning to system
- Prepares playback schedules for website
- Liaison with public regarding playback schedules
- Start date: March 1, 1999, as a Master Control operator
- 763.231.2806; michele@northmetrotv.com



## Eric Houston: Studio Manager/Instructor

- Supervises all use of NMTV public facilities and equipment including three edit suites, two studios, and five field camera packages
- Teaches video production classes to the public
- Develops instructional materials
- Creates television and film history workshops for in-person presentations and via the NMTV website
- Presents television and film history workshops at senior living facilities, park & rec departments, the Anoka County History Center, Anoka County libraries, senior centers, and continuing education
- Creates and designs promotional materials
- Produces programs
- Created the Home Movie Transfer service
- Transfers home videotapes, film, photos and slides to DVD or digital formats for a fee
- Serves as a back-up for city meeting coverage
- Designs and maintains data on city Carousel units
- Bookmarks city meetings
- Writes NMTV related articles for city newsletters





- Updates materials on the website
- Serves as back-up for Programming Coordinator
- Start date: March 17, 2008, as a Public Access Instructor
- 763.231.2803; eric@northmetrotv.com

## Trevor Scholl: Municipal Producer

- Communicates with staff of seven cities regarding topics for video coverage
- Researches, schedules, shoots, edits and posts video productions on city cable channels and YouTube
- Loads and maintains new video on city Carousel units
- Records city meetings and serves as a back-up for city meeting coverage
- Develops relationships with local businesses and organizations for content
- Covers city festivals and events
- Records city in-house productions
- Provides technical support for Facebook live events
- Coordinates with News department regarding stories and story ideas
- Provides video production services for commercial projects
- Provides still photography services
- Updates website, social media platforms and YouTube
- Start date: March 27, 2017, as a Municipal Producer
- 763.231.2811; trevor@northmetrotv.com



**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 11:00 a.m.

January 4 <sup>th</sup>	July 5 <sup>th</sup>
February 1 <sup>st</sup>	August 2 <sup>nd</sup>
March 1 <sup>st</sup>	September 6 <sup>th</sup>
April 5 <sup>th</sup>	October 4 <sup>th</sup>
May 3 <sup>rd</sup>	November 1 <sup>st</sup>
May 31 <sup>st</sup>	December 6 <sup>th</sup>

**EXECUTIVE COMMITTEE MEETINGS**

Executive Committee meetings will be held the first Wednesday of March, June, September, and December 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>	September 7 <sup>th</sup>
June 1 <sup>st</sup>	December 7 <sup>th</sup>

**FULL COMMISSION MEETINGS**

Full Commission meetings will be held the third Wednesday of March, June, September, and December 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>	September 21 <sup>st</sup>
June 15 <sup>th</sup>	December 21 <sup>st</sup>

# NORTH METRO TELECOMMUNICATIONS COMMISSION

## 2022 Director/Alternate List and Vote Distribution

CITY	DIRECTOR (Elected Official)	ALTERNATE (Elected Official)	OPERATIONS COMMITTEE
<b>Blaine</b> 8,774 9 Votes	Julie Jeppson 3062 Aspen Lake Drive Blaine, MN 55449 Phone: 763-354-4709 E-mail: <a href="mailto:jjeppson@blainemn.gov">jjeppson@blainemn.gov</a>	Chris Massoglia  Blaine, MN 55434 Phone: 952-220-6908 E-mail: <a href="mailto:cmassoglia@blainemn.gov">cmassoglia@blainemn.gov</a>	Michelle Wolfe Blaine City Manager 10801 Town Square Drive NE Blaine, MN 55449 (W) 763-785-6121 E-mail: <a href="mailto:mwolfe@blainemn.gov">mwolfe@blainemn.gov</a>
<b>Centerville</b> 562 1 Vote	D. Love 1880 Main Street Centerville, MN 55038 Phone: 651-402-7753 E-mail: <a href="mailto:dlove@centervillemn.com">dlove@centervillemn.com</a>	Russ Koskii 1880 Main Street Centerville, MN 55038 Phone: 612-741-7189 E-mail: <a href="mailto:rkoski@centervillemn.com">rkoski@centervillemn.com</a>	Mark Statz City of Centerville 1880 Main Street Centerville, MN 55038 E-mail: <a href="mailto:mstatz@centervillemn.com">mstatz@centervillemn.com</a> (W) 651-429-3232
<b>Circle Pines</b> 692 1 Vote	Steve McChesney 43 Center Road Circle Pines, MN 55014 (Cell) 214-422-7336 E-mail: <a href="mailto:smcchesney@ci.circle-pines.mn.us">smcchesney@ci.circle-pines.mn.us</a>	Jennifer Rauner  Circle Pines, MN 55014 Phone: E-mail: <a href="mailto:jrauner@ci.circle-pines.mn.us">jrauner@ci.circle-pines.mn.us</a>	Patrick Antonen City of Circle Pines 200 Civic Heights Circle Circle Pines, MN 55014 (W) 763-231-2605 E-mail: <a href="mailto:pantonen@ci.circle-pines.mn.us">pantonen@ci.circle-pines.mn.us</a>
<b>Ham Lake</b> 2,198 3 Votes	Jesse Wilken 2345 175th Lane NE Ham Lake, MN 55304 Phone: 763-458-4608 E-mail: <a href="mailto:jwilken@ci.ham-lake.mn.us">jwilken@ci.ham-lake.mn.us</a>	  Ham Lake, MN 55304 Phone: E-mail:	Denise Webster City of Ham Lake 15544 Central Ave. NE Ham Lake, MN 55304 (W) 763-434-9555 E-mail: <a href="mailto:dwebster@ci.ham-lake.mn.us">dwebster@ci.ham-lake.mn.us</a>
<b>Lexington</b> 245 1 Vote	Brandon Winge 4034 Lovell Road Lexington, MN 55014 Phone: 651-785-3476 E-mail: <a href="mailto:brandonwinge@gmail.com">brandonwinge@gmail.com</a>	  Lexington, MN 55014 Phone: Email:	Bill Petracek City of Lexington 9180 Lexington Avenue Lexington, MN 55014 (W) 763-784-2792 E-mail: <a href="mailto:bplexington@comcast.net">bplexington@comcast.net</a>
<b>Lino Lakes</b> 2,647 3 Votes	Dale Stoesz 309 Linda Court Lino Lakes, MN 55014 (C) 612-581-2047 E-mail: <a href="mailto:dstoesz@linolakes.us">dstoesz@linolakes.us</a>	Tony Cavegn  Lino Lakes, MN 55014 Phone: 651-982-2491 E-mail:	Sarah Cotton City of Lino Lakes 600 Town Center Parkway Lino Lakes, MN 55110 (W) 651-982-2410 E-mail: <a href="mailto:SCotton@linolakes.us">SCotton@linolakes.us</a>
<b>Spring Lake Park</b> 866 1 Vote	Barbara Goodboe-Bisschoff 8309 Monroe St NE Spring Lake Park, MN 55432 Phone: 763-784-4077 E-mail: <a href="mailto:bbisschoff@slpmn.org">bbisschoff@slpmn.org</a>	Ken Wendling 547 81st Ave NE Spring Lake Park, MN 55432 Phone: 763-784-1936 E-mail: <a href="mailto:kwendling@slpmn.org">kwendling@slpmn.org</a>	Dan Buchholtz City of Spring Lake Park 1301 81st Ave NE Spring Lake Park, MN 55432 (W) 763-784-6491 E-mail: <a href="mailto:dbuchholtz@slpmn.org">dbuchholtz@slpmn.org</a>
<b>Total Votes:</b>	19	Heidi Arnson North Metro Telecommunications Comm. 12520 Polk St NE Blaine, MN 55434 (W) 763-231-2801 Fax: 763-780-8242 E-mail: <a href="mailto:harnson@northmetrotv.com">harnson@northmetrotv.com</a> Cell: 612-209-3392	Mike Bradley Bradley Law, LLC 2145 Woodlane Drive, Suite 106 Woodbury, MN 55125 (W) 651-379-0900 ext. 101 E-mail: <a href="mailto:mike@bradleylawmn.com">mike@bradleylawmn.com</a>
<b>Meeting Quorum &amp; Commission Action:</b>	51% of votes cast and the affirmative vote of a majority of the Directors, or the affirmative vote of 3/4 of appointed directors.		
<b>Vote Formula:</b>	1 Vote for every 1,000 Subs, or fraction		
			Kate Hensing Comcast 10 River Park Plaza St. Paul, MN 55107 (W) 651-493-5778 E-mail: <a href="mailto:Kate_Hensing@cable.comcast.com">Kate_Hensing@cable.comcast.com</a>

## **North Metro Telecommunications Commission Document Links**

### **History**

<https://northmetrotv.com/cable-commission/north-metro-telecommunications-commission-a-brief-history/>

### **Joint Powers Agreement**

<https://northmetrotv.com/cable-commission/north-metro-telecommunications-commission-joint-powers/>

### **By-Laws**

<https://northmetrotv.com/cable-commission/by-laws-of-the-north-metro-telecommunications-commission/>

### **Franchise Agreement**

<https://northmetrotv.com/wp-content/uploads/2015/05/NMTC-Franchise-Ordinance- Final-Blaine .pdf>

# Saturday Will Mark 500 Days Without a Fully Functional FCC

June 3, 2022

Contact: Timothy Karr, 201-533-8838

WASHINGTON — June 4 will mark 500 days during the Biden administration without a full-strength, five-member Federal Communications Commission. The administration first nominated longtime public-interest advocate and former FCC adviser Gigi Sohn for the vacant position in October 2021, and the Senate Commerce Committee didn't move her nomination forward until March 2022.

Free Press Action Co-CEO **Craig Aaron** said:

"We've gone far too long without a fully functioning Federal Communications Commission. It's time for the Senate to end this senseless delay and call for a vote on the nomination of Gigi Sohn to serve on the FCC. She's an incredibly well-qualified candidate with a proven track record supported by civil-rights groups, competitive businesses, and public-interest organizations around the country and across the political spectrum.

"Democratic leadership must not let a dishonest smear campaign orchestrated by industry operatives keep this highly qualified public-interest champion off the Commission. The White House and Senate Majority Leader Chuck Schumer must reject these lies and fulfill their commitment by moving this final vote to the floor.

"The ongoing delay at the FCC is undermining the administration's ambitious agenda, and it's rewarding the corporations trying to derail the president's priorities. But it's hurting everyday people the most.

"Not having a fully functional FCC prevents the agency from adopting policies that would ensure that broadband access is affordable, open and reliable for all. It prevents the agency from fulfilling its commitment to diverse and local media ownership at a time of runaway consolidation across the industry. The lack of a fully functioning Commission also means that consumers are subject to the whims of big corporations that care only about maximizing their profits.

"In poll after poll, people in the United States say they want real Net Neutrality protections. Sohn is a strong advocate for open-internet safeguards. It's a disgrace that so many lawmakers in Washington have ignored the will of their constituents in favor of delaying progress on the nominee who is essential to restoring the FCC's open-internet rules.

"Because Senate Democratic leadership has failed to demand clear commitments from its caucus and call a floor vote on Sohn, the agency tasked with ensuring the public's ability to

communicate remains unable to operate at full capacity. This is a profound liability in a time of multiple crises, when people rely on an internet connection to learn about job opportunities, seek our vital health information, and engage in civic affairs. Worse still, these leaders are risking leaving this vital role unfilled before the midterm elections. If they don't act now, Sohn may never get confirmed.

"Gigi Sohn is a proven champion of the public interest, someone who gives weight to the concerns of everyone — not just rich and politically connected industry lobbyists. That's why hundreds of organizations from every corner of the country — including leading civil-rights, community-media, media-justice, workers-rights and consumer-advocacy groups, along with companies, trade associations, and municipal and rural development associations — have lined up to support her. And that's exactly why the industry is trying so many underhanded tactics to stop her.

"We've waited 500 days for a fully functional FCC. Majority Leader Schumer needs to stop letting cynical political maneuvers from obstructionist lawmakers and industry-aligned hacks further delay the crucial work of the FCC. It's time to call this vote now — before it's too late."

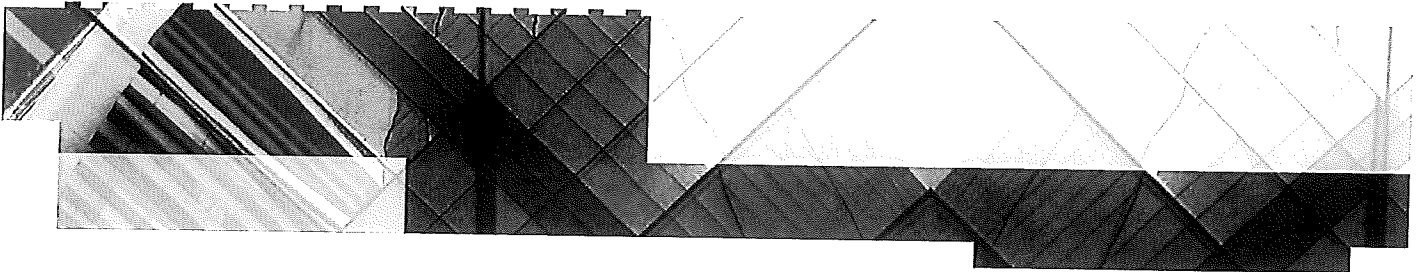
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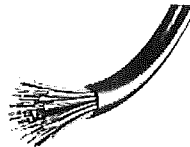


June 2, 2022

## Is Cable Broadband Equal to Fiber?

[Leave a comment](#)

As I have blogged over the years, I have to give kudos to the folks at the big ISPs who have steadily provided controversial quotes that are worth writing about. The latest comes in an article by Linda Hardest at *FierceTelecom*. She quotes Charter's CEO Tom Rutledge talking about the comparison of cable broadband to fiber. She quotes Rutledge as saying, "The idea that this technology [fiber] is transformative and superior is just dead wrong. It's just another form of transmission."



As the CEO of a giant cable company, he really can't say anything else. It would be a terrible idea for him to admit that fiber delivers better broadband than a cable network. But there are mountains of facts that say that Rutledge is wrong.

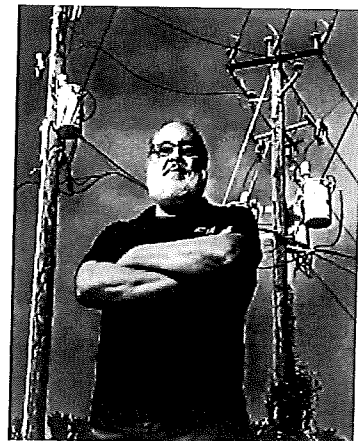
First, Charter is expanding its network around the country either through self-funding to reach areas just outside of the traditional cable territories, or by pursuing grants and subsidies, such as with the \$1.2 billion that Charter claimed in the 2020 RDOF reverse auction. It looks like Charter is building fiber to all of these new locations.

Other big cable companies are doing the same. Altice says it will convert 70% of its footprint to fiber by 2025. Cox is undertaking upgrades to fiber in several of its larger markets. Midcontinent says it's going to convert all of its markets to fiber. These cable companies (including Charter) clearly think fiber is a superior technology for moving forward. And every other big cable company is using fiber technology for expansions or building into new opportunities like a new subdivision. The engineers at cable companies have clearly decided that the only technology that makes sense moving forward is fiber – and that clearly says that fiber is superior to coaxial cable.

Then there is also the 800-pound gorilla in the corner of the room that none of the cable executives will acknowledge – upload speeds. The vast majority of complaints that cable broadband customers had during the pandemic can be pinned on the slow upload speeds delivered on the technology. OpenVault recently demonstrated that millions of households upgraded to faster broadband packages during the pandemic, trying to find broadband that would work for them. Huge numbers of them were disappointed when faster download speeds didn't mean better upload speeds.



**DOUG DAWSON, PRESIDENT**



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The other issue that doesn't get talked about enough is jitter. This is the variance in the broadband signal. The broadband signal on many coaxial networks spikes wildly up and down. Jitter is what kicks people off Zoom calls when they have enough bandwidth – the bandwidth temporarily drops and is not enough to sustain the Zoom connection. Fiber networks have comparatively tiny jitter, with most of the jitter coming from the open Internet and not from the local fiber network.

We also know that fiber overbuilders are starting to chip away at cable's dominance of the broadband industry. AT&T claims it added a million customers on fiber in the fourth quarter of last year – and many of those had to come from cable companies. I have to think that all of the frenetic nationwide fiber construction is going to result in upcoming customer gains for the telco sector, and a corresponding slowdown and eventually loss in customers at cable companies.

It's worth noting that the comment was made at a conference attended by Wall Street and media folks, and it's likely that he got a question about competing with fiber. Any cable executive would have likely answered the same way, but perhaps in a less quotable manner. There are plenty of customers who are satisfied with the broadband they are receiving from the big cable companies. But the cable companies are failing customers who need steadier connections or faster upload speeds. At least some of Charter's customers would tell him that he is dead wrong.

Posted by Doug Dawson, CCG Consulting in The Industry

Tagged: Charter

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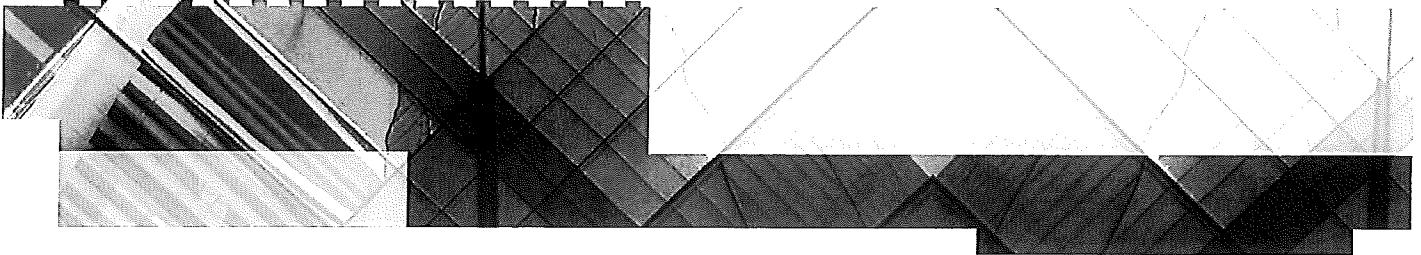
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May 19, 2022

## The Waning of the Bundle

2 Comments

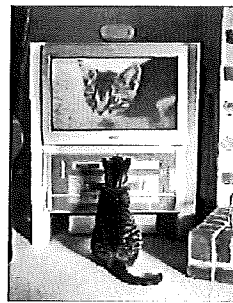
For many years the cable companies (and telcos who sold cable TV) have relied on the power of the bundle as a way to gain and then retain customers. The bundle was one of the predominant marketing tools for such ISPs. They showed customers that there was a big savings from buying multiple products.

I can remember the first time I moved into a Comcast area about eight years ago and wanted to buy only broadband. The company strongarmed me and wouldn't let me buy broadband without some form of a cable product, so I ended up buying the smallest cable product possible – and never even connected the settop box. The days of forced bundles are now gone, but in this case, Comcast got an extra \$30 per month from me for several years, which I had to pay since the only alternative was super-slow DSL.

My consulting firm has done market surveys for twenty years, and I can remember for many years that at least 70% of customers of cable companies were buying a bundle. Most of these bundles were not forced like mine. At the peak, over 75% of homes were buying traditional cable TV, and most cable TV customers who became interested in buying broadband readily agreed to the bundle.

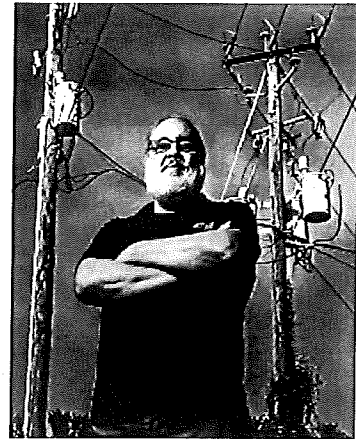
Buying a bundle felt like a good deal since the ISP could show you a big savings over buying the various products individually. The bundle savings was the predominant marketing story used for many years to lure existing cable customers into adding broadband. The bundle was possibly the most important reason why the cable companies captured so many DSL customers – because DSL customers in cities were not dissatisfied with speeds in the same way they became during the pandemic.

But then along came Netflix and other online video providers and cord cutting, and millions of customers started dropping cable service. That's when the downside of bundling became apparent. The big cable companies used bundling to try to bully customers into not dropping cable TV. Let me give an example. If a customer had a \$100 bundle of both broadband and cable TV and asked to break the bundle, they might have been told that their new bill was going to be \$70. It didn't matter which of the two services they dropped, the service that remained was going to cost more than half of the current billing. When customers heard this, many of them decided not to break the bundle – they weren't going to get the savings they hoped for.



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The bundle must still be a powerful tool to lure customers because the web is full of inexpensive one-year deal for bundles for new customers – likely aimed at the remaining DSL customers. . But the interest in buying traditional cable is plummeting in the same manner as telephone service did a decade ago. Last year the cable industry collectively lost nearly five million cable customers, and the rate of homes dropping cable seems to be accelerating. One has to think that a lot of those millions that dropped cable last year decided to break the bundle to do so.

By the end of this year, the national penetration rate of households buying traditional cable TV is going to drop below 50%. I don't think anybody knows when and where the cable market will bottom out – there will likely remain loyal families for many years to come.

I have to wonder if, at some point, the cable companies will give up on the idea of bundling. The metro cable markets are going to soon be flooded by competitors – first by the cellular companies selling FWA cellular broadband, and over the next few years by a ton of new fiber competition. Those new competitors are going to be focused entirely on offering affordable broadband prices, and the bundle issue might muddy the water more than help the cable companies. It's going to be an interesting marketing evolution to watch.

Posted by Doug Dawson, CCG Consulting In The Industry

Tagged: cable bundles

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## 2 thoughts on “The Waning of the Bundle”



Rolie Cole

May 19, 2022 at 9:45 am

When I dropped Spectrum cable this time I got no resistance whatsoever.

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Reply



Doug Dawson, CCG Consulting

May 19, 2022 at 1:40 pm

Now that the big cable companies lost 5 million customers last year, they have gotten more realistic about the process. As recently as 2-3 years ago they would have kept you on the line for half an hour trying to talk you out of dropping cable.

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# Where does cable go from here?



News Analysis Jeff Baumgartner, Senior Editor, Light Reading 5/11/2022

 Comment (0)

Slowing broadband growth has led to a sell-off of cable stocks to the point there are concerns the sluggish growth will not only continue but actually go *negative*, amid rising competition from fiber buildouts and the emergence of fixed access wireless (FWA) options.

But not all analyst and industry observers see eye-to-eye on what's coming. While some anticipate a steady decline that could eventually lead to broadband subscriber losses, the more bullish view holds that such concerns are overblown. The truth is probably somewhere in between.

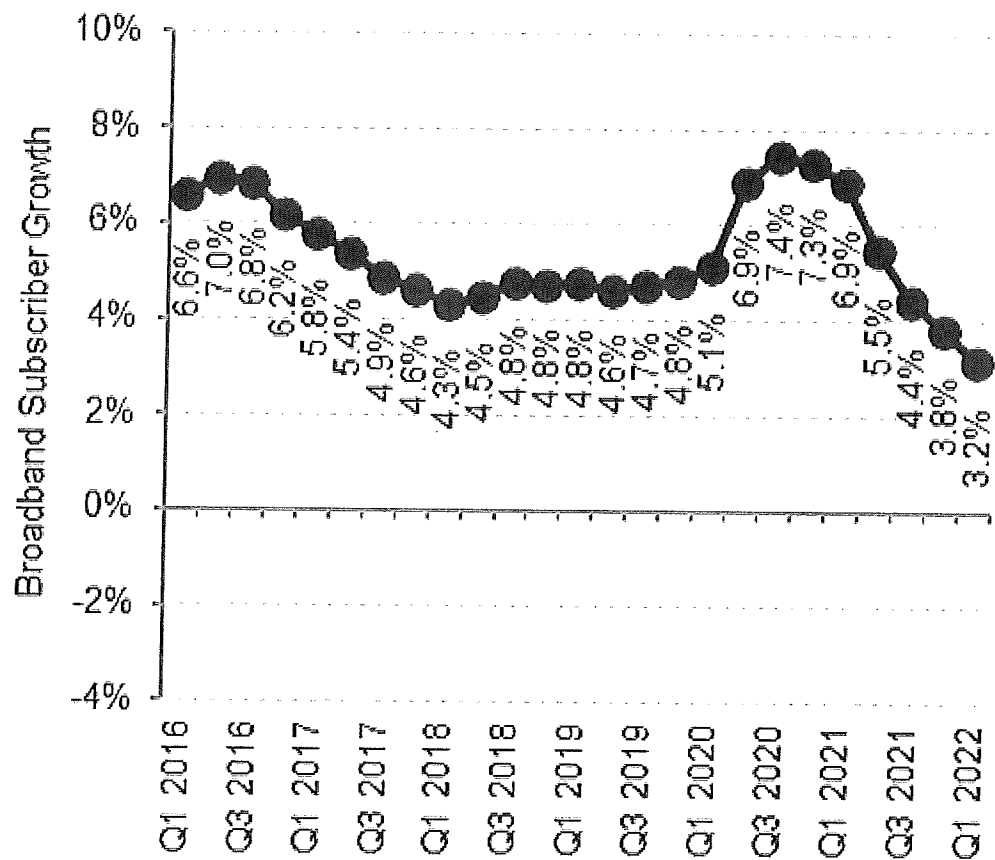
On the more bearish side of the ledger, the analysts at LightShed Partners recently issued a report (registration required) declaring that "the cable broadband growth era is over," and wondering where the bottom will be for a Tier 1 cable op such as Charter Communications.

On the other end, a recent report from MoffettNathanson (registration required) holds that current cable valuations "are completely out of step" on the notion that broadband growth will continue, just at a slower pace, with wireless poised to be cable's new growth driver.

No matter the side one leans, it's abundantly clear that slowing broadband subscriber growth paired with the potential for lower future broadband average revenues per unit (ARPU) and capital spending increases to keep pace with fiber performance are a recipe for concern.

Prior to the posting of Cable One's Q1 2022, US cable broadband growth slowed to 3.2%, according to MoffettNathanson. "That is, in a nutshell, what people are worried about," MoffettNathanson analyst Craig Moffett explained.

## Preliminary Estimates: Cable Broadband Growth, YoY



Source: Company reports, MoffettNathanson estimates and analysis

Used with permission.

Click [here](#) for a larger version of this image.

### Competition concerns

Moffett notes that other elements underpinning the bear narrative are that FWA and expanding and competitive fiber buildouts will cause cable broadband subscriber and ARPU growth to go negative, and concerns that "fiber superiority" will force cable to push upgrade plans that send capital intensity skyward.

Moffett acknowledges that competition will no doubt play a role in a broadband market that's already pretty saturated, but also thinks the degree of concern about share loss to broadband rivals is somewhat overblown. Although cable broadband growth is likely to decelerate further, he doesn't expect it to go negative.

Moffett does acknowledge that FWA is "unquestionably having some competitive impact," particularly as the use of midband spectrum continues to take hold.

There's fear that FWA is "crowding out" opportunities for cable broadband growth, and it's clear that T-Mobile's fixed wireless offering, despite evidence that it is skewing rural, is getting subs from areas where cable does compete, Moffett noted.

"But much of its growth is best viewed as expanding the market, either into new categories and/or new geographies," explained the analyst, who remains skeptical about FWA's ability to support long-term scale. "It appears to us, however, that the competitive impact of FWA on Cable is likely being overestimated."

Count rural-focused operator Cable One in that camp. FWA is "not a concern right now for us," CEO Julie Laulis said on the company's recent earnings call.

LightShed analysts Walt Piecyk and Joe Galone have a different view. They expect Verizon and T-Mobile to sign up 9.3 million FWA subs by the end of 2026, good for a 7.5% share of the market, but below the guidance of the operators themselves.

"If wireless operators can deliver on their own guidance, cable operators might face a contraction in their sub base rather than simply a deceleration of growth as reflected in our models," they wrote.

Fiber expansion, meanwhile, had a "very modest" impact on the cable broadband market in the first quarter of the year. Even as AT&T's fiber sub growth soared to +289,000 in the period, Verizon's Fios growth was a relatively tepid +60,000.

Moffett's estimates in the report did not include Frontier Communications' Q1 results, which saw the operator add a record 54,000 fiber subs.

### **Network expansion and the search for cable's broadband floor**

Looking further out, analysts are also wondering where the floor on cable subscriber growth will be. The analysts at LightShed Partners hold that it's "plausible that Charter's broadband subscriber base could contract within the next few years."

They expect Charter's broadband net adds to drop to 575,000 in 2023, and to less than 300,000 by 2026 (by comparison, Charter added 1.3 million in the pre-pandemic year of 2019, and 1.2 million for full-year 2021).

Moffett, though, sees some gap-filling coming way of the cable company's ongoing network expansion, which entered the fray before FWA became a focus for cable investors. He estimates that Charter's homes passed footprint has seen a compound annual growth rate of 2% over the past four years, and 1.4% for Comcast.

Both Charter and Comcast are expected to participate in the broadband piece of the Infrastructure Investment and Jobs Act. Charter was also a big player in phase I of the Rural Digital Opportunity Fund (RDOF), with Moffett expecting Charter's RDOF haul to contribute net adds of 116,000 in 2024 and 142,000 in 2026.

For Charter, the combined opportunities of organic growth of homes passed, edge-outs to adjacent areas and RDOF buildouts will yield growth of 600,000 to 700,000 subs this year, and climb to 800,000 by 2025, Moffett believes. Comcast's in-footprint housing unit growth and subs from edge-outs could amount to about 600,000 annually, he noted.

But even those figures aren't a "floor" for annual broadband net adds, as the number of subs gained or lost in legacy footprints will also factor into the final tally.

"We suspect it will be somewhat surprising to many casual observers to imagine that Charter 'starts' with something like 650-850K broadband net additions 'in the bag' annually, and that Comcast 'starts' with something like 500-600K," Moffett wrote.

### **The wireless growth engine**

Moffett also believes that wireless represents the "next leg of growth" for US cable, and is an area that's been discarded or overlooked amid all the negative attention given to cooling broadband subscriber growth. He estimates that US cable captured about 38.7% of mobile industry net adds in Q1, or as high as 75.4% when losses from 3G network shutdowns at AT&T and T-Mobile are included.

Wireless now represents 5.2% of Charter's total revenue, contributing 1.6 percentage points to total company year-over-year growth. "That alone is higher than the terminal growth assumption we use for Charter's whole business," Moffett explained.

The LightShed analysts acknowledge the wireless opportunity for cable, but don't expect that piece of the business at Charter to go profitable until 2023, when subs are expected to top 5 million. Comcast's mobile business turned the corner to profitability about a year ago.

Yet another potential concern is capital intensity that could surface if fiber competition forces cable operators to accelerate spending on network upgrades. For now, analysts aren't overly worried about the current path forward for Comcast and Charter.

Comcast and Charter have largely focused on "high-split" upgrades to beef up upstream capacity on existing DOCSIS 3.1 networks, with DOCSIS 4.0 a future focus for their widely deployed hybrid fiber/coax (HFC) networks.

Altice USA is taking a different path with a fiber-to-the-premises (FTTP) upgrade program targeting two-thirds of its footprint by the end of 2025. While the initial spend is higher compared to HFC upgrades, Altice USA execs believe the operational benefits gained from biting the bullet with FTTP upgrades will more than offset those initial costs.

# Charter and Comcast strike national streaming joint venture



News Analysis Jeff Baumgartner, Senior Editor, Light Reading 4/27/2022

Hints of a potential video-focused partnership have been percolating for years, but Comcast and Charter Communications announced today they have forged a national streaming joint venture that aims to thrust them into the same league as other major, national streaming platforms from the likes of Roku, Amazon and Google.

The 50/50 joint venture will focus on the development and offering of the Flex Streaming Platform, backed by a user interface, integrated voice search, third-party app integrations, and branded 4K-capable streaming players and smart TVs that, they say, will be available through national retailers. Comcast's and Charter's broadband and cable video businesses will stay independent.

Charter, which also has a 50/50 JV with Comcast focused on the mobile platform, expects to start offering 4K streaming devices and voice remotes stemming from the new venture sometime in 2023.

Comcast has already laid much of that foundation with a unified "global" streaming platform offered today in the US and in parts of Europe on various streaming boxes as well as Comcast's new lineup of XClass TVs in the US (sold initially through a partnership with Walmart), and a family of Sky Glass TVs that's available in parts of Europe.

## **Scale a big driver. Unified, national brand in the works**

A big aim of the new JV is to create a national platform that can drive scale across the two largest US cable operators and a technology and product ecosystem that includes devices and app development. At the end of 2021, Comcast and Charter provided service to about 114.72 million homes passed and served almost 60 million broadband subscribers.

While Comcast already applies the XClass brand to connected TVs and Flex to streaming boxes that run its platform, the JV intends to establish a unified brand that will be independent from the operators, the companies tell Light Reading. Comcast and Charter also expect to provide more detail soon on the execs who will be leading the JV.



The retail component is expected to broaden under the JV. Comcast today offers its XClass TVs (manufactured by Hisense) nationally through Walmart stores and Walmart's online presence. Comcast and Charter expect to reveal more about additional manufacturing and retail partners later this year.

Under terms of the proposed agreement, Comcast will license its Flex streaming platform and hardware to the joint venture and contribute the retail business for XClass TVs. Comcast will also contribute Xumo, the free, ad-supported streaming service it acquired in 2020. Xumo, however, will continue to operate through the JV's products and on third-party streaming devices, the companies said.

The full financial terms of the proposed JV were not announced, but Charter said it will make an initial contribution of \$900 million that will be spread out over multiple years.

Charter, meanwhile, will continue to distribute its own Spectrum-branded pay-TV app on third-party devices as well as those offered through the new JV. Charter will also continue to support its deployed base of "Worldbox" set-tops, but says it is fully committed to the new partnership with Comcast.

Outside of the new JV, Comcast has syndicated/licensed its X1 platform to a batch of large North American cable operators, including Cox Communications, Rogers Communications, Shaw Communications and Videotron. It's anticipated that new syndication partners will be brought on board through the new Comcast-Charter JV.

# Comcast's hollowcore fiber will be the foundation of 10G internet speeds

Dean Takahashi@deantak  
April 20, 2022 7:00 AM

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Comcast announced it is adopting advanced hollowcore fiber to serve as the foundation for its faster 10G network which will be capable of 10 gigabits per second internet speeds.

Comcast is the first internet service provider to adopt the fiber optic cable, which delivers faster internet speeds and lower latency (network response). This real world deployment – believed to be the longest deployment of hollowcore fiber worldwide by an ISP – is a significant boost to Comcast's network and will help it bring about 10G networking.

The cable company has long talked about its 10G network, but the low-latency tech — which enables faster interaction — would be welcome news for gamers, who rely upon faster interaction in multiplayer games. This hollowcore fiber tech has significantly better network performance than traditional glass-based fiber, Comcast said.

In a test of the technology, Comcast connected two Philadelphia locations with 40-kilometer hybrid deployment of hollowcore and traditional fiber. It is believed to be the longest such networking in the world.

Unlike traditional fibers, in which laser light travels over a solid glass core, hollowcore fibers are empty inside with air-filled channels. Since light travels nearly 50% faster through air than glass, data travels about 150% faster with up to 33% lower latency through hollowcore fiber compared to traditional fiber.

The faster speed of light can be used to double the reach for latency-critical applications or can speed up the transaction rates by around 47%. For the deployment announced today, Comcast worked with hollowcore fiber cable solutions provider, Lumenisity.

“Hollowcore fiber is a leap forward in how we deliver ultra-fast, ultra-low latency and ultra-reliable services to customers,” said Elad Nafshi, executive vice president and chief network officer at Comcast Cable, in a statement. “As we continue to develop and deploy technology to deliver 10G, multigigabit performance to tens of millions of homes, hollowcore fiber will help to ensure that the network powering those experiences is among the most advanced and highest performing in the world.”

Comcast successfully tested bidirectional transmission (upstream and downstream traffic traveling on a single fiber), used coherent and direct-detect systems (allowing for forward and

backward technology compatibility), and produced traffic rates ranging from 10 gigabits per second (Gbps) to 400 Gbps all simultaneously on a single strand of hollowcore fiber.


“We are proud to be working with Comcast on the next generation hollowcore fiber, which we believe unlocks exciting new potential for connectivity around the world,” said David Parker, executive chairman of Lumenisity, in a statement.

Hollowcore fiber could support network virtualization, telemedicine, augmented and virtual reality, and other emerging services. Moving forward, Comcast is exploring opportunities to strategically deploy hollowcore fiber in select core- and access-network deployments. From 2017 to 2021, Comcast added more than 50,000 new route miles of fiber to its network and is actively building more fiber into cities and towns across the United States.

# Do 5G providers need to own a fiber network too?



News Analysis Mike Dano, Editorial Director, 5G & Mobile Strategies 4/5/2022

 [Comment \(0\)](#)

AT&T and Verizon – two of the nation's biggest 5G mobile network operators – own extensive fiber holdings around the country, and both argue that such ownership is critical to their long-term success. T-Mobile and Dish Network, on the other hand, are building extensive 5G mobile networks (though Dish hasn't yet switched on commercial services) without owning any fiber whatsoever. And, according to both Dish and T-Mobile, that's just fine.

So, which side is right?

Naturally, the answer isn't straightforward. But it's an important topic considering a commercial 5G network cannot exist without somehow connecting into the world's broader fiber Internet backbone. That connection – called backhaul – can account for around 15% or more of a mobile network operator's total spending, according to estimates from the GSMA.

"While T-Mobile and Dish do not own a fixed network, they lease fiber connections to cell sites and use microwave where fiber is not available," explained analyst Jimmy Yu with research and consulting firm Dell'Oro Group, in response to questions from Light Reading. "AT&T and Verizon use their fixed network for backhaul, lease fiber from other carriers where needed and use microwave when fiber is not available. I'm not sure any one operator's [mobile network] performance is better than the other's due to ownership of backhaul. It may improve their long-term costs to own the backhaul."

## **The leasing model**

According to Dish Network's Dave Mayo, the company doesn't need to own a fiber network in order to offer cheap, speedy 5G. "Fiber is a commodity," he said, noting that Dish has had no trouble obtaining inexpensive fiber backhaul connections at its cell sites.

Mayo isn't the only executive who believes in the commoditization of fiber backhaul.

"We've had tremendous success in the backhaul space ... securing 10-gig circuits and for tremendous pricing, high quality," T-Mobile CFO Peter Osvaldik said during a recent investor event, according to a Seeking Alpha transcript.

Analyst Joe Madden, with research and consulting firm Mobile Experts, agreed. "It is a commodity," he said of fiber backhaul, in comments to Light Reading. Madden explained that, in the early days of cellular, backhaul could often be difficult or pricey to obtain, but that's no longer the case.

"The pricing is not predatory," he said of today's backhaul market. "There's sort of established prices out there."

Mobile Experts estimates that, over a 10-year timeframe, it costs 50% more to lease fiber backhaul than to own it outright. He said that, for companies like Dish, the expense makes sense considering that leasing is cheaper at the outset.

"I don't know that they're really in the business to be in the business for 50 years," Madden said about Dish, which has long promised to offer wireless services across its spectrum holdings but hasn't yet launched commercial offerings.

But for T-Mobile, which traces its corporate origins back to the 1990s, the situation may be different.

### **The ownership model**

"We're investing in a scaled fiber network with a deliberate wireless strategy. By owning and operating both, we have stronger flexibility to [be] the leader that captures growth by providing high-quality broadband in more places for businesses and consumers," AT&T's Jeff McElfresh said during his company's recent analyst day, according to a transcript from the company.

Verizon CFO Matt Ellis agreed and offered some very clear numbers to back up his assertion.

"This investment in our own fiber connectivity provides us with material benefit that others in the industry cannot match, including more flexible product offerings, end-to-end performance and quality control as well as improvements in our cost to serve," Ellis said, according to a Verizon transcript of the company's recent analyst day. "We estimate that we saved approximately \$300 million of access costs in 2021 due to cell sites being on our own fiber. And ultimately ... we expect annualized access cost savings to approach \$1 billion by 2025."

At the end of 2021, 45% of Verizon's cell sites connected directly to the company's fiber network. By the end of this year, the company expects that figure to rise to 50%.

However, it's worth noting that Verizon does not appear to be passing those savings on to its mobile customers. For example, T-Mobile's unlimited 5G service plans are among the cheapest in the industry, whereas Verizon's remain among the most expensive.

### **Beyond backhaul**

Although backhaul is the most direct link between a wireless network and a wired one, it's not the only reason to own both.

"We have an opportunity to cross-sell in our fiber footprint," said AT&T's Jenifer Robertson during the company's analyst day. "We've proven we can grow wireless relationships where we have fiber. In fact, our wireless market share is 50% higher in our fiber footprint."

Indeed, that's the exact argument that T-Mobile has made in regards to its burgeoning fixed wireless access (FWA) business. Company executives have said that 40% of the operator's FWA customers are new to T-Mobile, creating an opportunity for the operator to make them mobile customers too.

"Bundling services has helped operators' top line," agreed Dell'Oro Group's Yu.

That situation may explain why T-Mobile is testing the sale of fiber in New York City. As noted by The Verge, T-Mobile is offering fiber connections from an unnamed local provider to select residential buildings in Manhattan.

Mobile Experts' Madden said that there is one more oblique benefit to operating both a wireless and wired network: capex stability for Wall Street investors. For example, he said that Verizon's capital expenses have remained relatively steady during the past several years, which is good for investors who don't like surprises. Madden said that Verizon has kept its capex smooth by focusing its spending on fiber after finishing the bulk of its 4G network, and then shifting that spending back to its wireless network when additional spectrum became available for 5G.

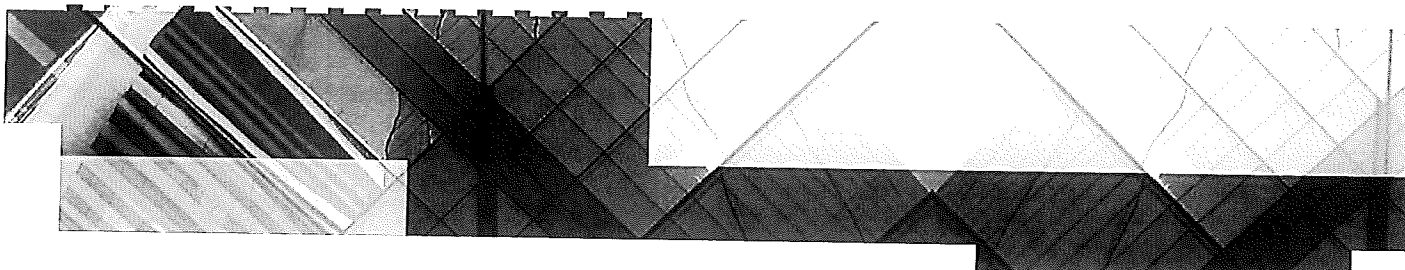
# POTs and PANs

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April 14, 2022

## Pushback Against Hidden Fees

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Cable companies have become notorious for billing hidden fees – fees that are not clearly identified when new customers sign for service. Hidden fees have been around for a long time, but in recent years have exploded. The motivation for having hidden fees is clear – it lets a cable company advertise the base fees that don't include the hidden fees. But it's an odd shell game since customers find out about all of the hidden fees when they get the first bill.



There is interesting pushback against Cox Communications where multiple customers are taking Cox to arbitration and claiming they were not told about the hidden fees when they subscribed for service. I wrote a blog about arbitration recently and described how over 100,000 customers have taken Intuit to arbitration because the company advertised free tax filing, which isn't available. Intuit tried to reach a settlement with customers, but a court ruled that they were stuck with the binding arbitration rules they had forced onto customers. Intuit offered a settlement of \$40 million to customers, but if they lose the arbitration cases and have to pay court fees, it could cost the company \$175 million.

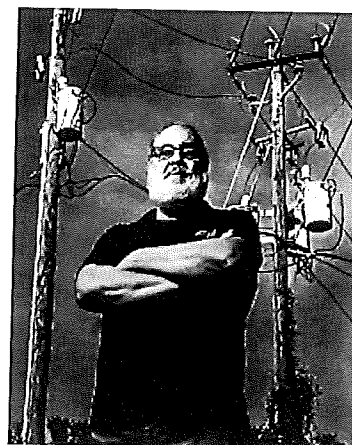
Something similar is happening with Cox. The Hattis and Lukacs law firm from Bellevue, Washington, has assisted 295 Cox customers to file a binding arbitration complaint against the Cox hidden fees. The law firm says it plans to bring many more thousands of suits.

The Cox customers seem to have a legitimate complaint. I looked at the Cox website the basic Cox Contour cable package is advertised as low as \$53 per month. You have to dig deep into the small print to understand that charges can be a lot higher. The Cox hidden fees are not insignificant. Consider the following:

- The broadcast fee is \$19.00 per month. This is a fee where the cable companies have diverted increases in programming costs into the fee rather than raise the basic price of cable.
- The regional sports fee can be as much as \$12.50 per month – the fee varies by market depending upon the local sports networks that Cox carries. Again, the company has pushed rate increases into this fee to hold down the advertised price of cable TV.
- Cox also charges from \$6 to \$10 extra for a settop box – a fee that is not included in the advertised price.



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A customer buying the \$53 basic cable product could get the first bill over \$90 – a startling difference to somebody who thinks they purchased a \$53 product.

Cox also has what most in the industry consider hidden fees for broadband. The company charges \$12 per month for a WiFi modem. The biggest surprise for broadband customers might be the Cox data caps that charge \$10 per 50 GB of data for any customer exceeding the monthly data cap – with the maximum monthly data cap surcharge at \$100.

It's no wonder that customers dislike ISPs when the first transaction with them smacks of deception. New customers often sign a one or two-year contract for service and are then locked into paying the higher fees.

Cox is not unique, and all of the big cable companies and most of the big telcos also have hidden fees. The Cox fees are on the high side compared to most cable companies, but not by much.

The FCC proposes to expose the practice of hidden fees for broadband by requiring ISPs to disclose all of their charges on a broadband label. Unfortunately, the FCC label doesn't include the cable product, which has the highest hidden fees.

It will be interesting to see if this kind of lawsuit will change ISP practices. With Cox's 3.4 million cable customers, there are a lot of folks who could join in the binding arbitration effort to get a refund. One would think that this is going to make all big cable companies pause because they are subject to the same tactic of forcing customers to use binding arbitration. My prediction is this will lead big ISPs to drop the arbitration requirement rather than change the way they charge customers.

Posted by Doug Dawson, CCG Consulting in The Industry

Tagged: Cox Communications, hidden fees

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