

Quad Cities Cable Communications Commission
Anoka City Hall – Council Chambers

May 21, 2015, 11:00 AM

Agenda

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Agenda**
- 4. Administrative Reports**
 - 4.1. Secretary
 - 4.1.1. Approval of April 16, 2015 commission meeting minutes.
 - 4.2. Treasurer
 - 4.2.1. March Financial Reports
 - 4.3. Executive Director
- 5. General Business**
 - 5.1. Competitive Franchise – Notice of Intent
- 6. Adjourn**

MINUTES OF THE REGULAR MEETING OF APRIL 16, 2015

CALL TO ORDER – 1

Chair Heitkamp called the meeting to order at 11:00 a.m. at the Anoka City Hall.

ROLL CALL– 2

Commissioners present were: Carl Anderson, Anoka; Tim Cruikshank, Anoka; John LeTourneau, Ramsey; Kurt Ulrich, Ramsey; Jim Dickinson, Andover; Julie Trude, Andover; Eric Johnson, Champlin; and Bret Heitkamp, Champlin.

Commissioners absent and excused: None.

Others present included Karen George, Executive Director; and Bob Vose, Commission Attorney.

APPROVAL OF AGENDA – 3

Motion was made by LeTourneau and seconded by Trude to approve the agenda as presented.

8 ayes – 0 nays. Motion carried.

ADMINISTRATIVE REPORTS – 4

4.1 Secretary

4.1.1. Approval of meeting minutes from March 19, 2015 Commission Meeting and March 19, 2015 work session

Motion was made by Trude and seconded by Ulrich to approve the March 19, 2015 regular meeting minutes as presented and the March 19, 2015 work session minutes as presented.

8 ayes – 0 nays. Motion carried.

4.2 Treasurer

4.2.1. February Financial Report

Commissioner Dickinson stated that things continue to move along well and the organization is in a great position to make the capital improvements planned. He advised that the audit is underway.

Motion was made by Ulrich and seconded by Trude to accept the February Financial Report as presented.

8 ayes – 0 nays. Motion carried

4.3 Executive Director

Ms. George reported that the mobile van upgrades have been completed and are working well. She stated that the auditors were onsite a few weeks ago and noted that the audit will be presented at the May meeting. She stated that the summer hours will soon be implemented, which has worked well for the past few years. She advised that channel downtime will no longer be monitored because it is labor intensive and staff reports that with the playback equipment upgrades have improved channel uptime. She stated that staff has been taking an in depth look at programming and playback based on the comments made by the Commission at the discussion in March. She played a short video clip of the recent home improvement show coverage.

GENERAL BUSINESS – 5

5.1 Competitive Franchise Policy

Ms. George stated that the Competitive Franchise Policy was adopted by the Commission in 2000 and there were some revisions considered in 2006. She stated that she could not find proof that the revisions were voted on and that is why the policy is back before the Commission today. She reviewed the intent of the policy and the process that would be followed by a competitor. She stated that CenturyLink is making an investment in the metro area and advised that other organizations similar to QCTV are moving along this path as well.

Mr. Vose stated that staff would like the Commission to reaffirm that the Commission is the right party to accept the request from CenturyLink. He stated that the best method to do that would be for the Commission to affirm the policy as presented. He stated that the next step would be to direct staff to accept the request and move forward with the notice of intent. He stated that there is a

fairly elaborate process set out in the state law for consideration of franchises. He described the process that would follow after the notice of intent is issued and at the public hearing which would follow. He stated that the Commission could act as the officiant to move forward in the process, working on behalf of the member cities. He stated that the other option would be for the member cities to act on their own behalf. He stated that the Commission could either reaffirm the policy or direct the member cities to handle the process themselves. He stated that other than efficiencies there would also be expertise provided by allowing the Commission to take the lead in this process. He stated that the revisions to the policy are truly technical in nature. He referenced the application fee and recommended an application fee of \$25,000.

Commissioner Trude stated that she does like the idea of the Commission taking the lead in order to provide efficiency. She noted that there are some more unique aspects in some cities, such as Andover and Ramsey, which are more rural. She did not believe a public hearing for this Commission would be well attended as the meeting is held during the day. She asked that staff brainstorm how written comments can be received for those that cannot attend. She referenced the notice of intent, which mentions timelines and confirmed that staff would ensure that the timeline is followed. She noted that there is also mention of technology that is or will be dated and questioned if those aspects should be updated.

Commissioner Ulrich stated that he supports the Commission working together to take the lead in order to provide efficiency. He agreed with Commissioner Trude that the concerns of the member cities should be expressed but believed that the four cities could work together. He questioned if there are any issues on which a member city may be better off working on their own.

Mr. Vose explained that the franchise process that CenturyLink will trigger is similar to other processes that municipalities consider, such as a Planned Unit Development. He stated that CenturyLink is proposing a build out of these communities that is different than the build out available from Comcast today. He stated that in his experience very few people would be interested in attending a cable franchise public hearing but agreed that written comments would be beneficial. He suggested holding the public hearing and leaving that hearing open for a period of time to allow additional written comments to be received.

Commissioner Ulrich referenced the Comcast agreement and questioned if there is language within that agreement that would limit the negotiation process the Commission would have with CenturyLink.

Mr. Vose responded that there is a type of that language included in the Comcast agreement but stated that the process will tell how that would play out.

Commissioner Trude questioned if it is timely to issue the notice of intent.

Mr. Vose stated that this is an unusual process that would differ from the franchise process. He stated that staff is advocating that the process be opened. He stated that CenturyLink is ready for the process to begin.

Chair Heitkamp stated that the members of the Commission have been appointed to represent the member cities. He stated that he did not see any reason that the member city concerns identified could not be discussed in the process.

Motion was made by Cruikshank and seconded by Trude to approve the revised competitive franchise policy.

8 ayes – 0 nays. Motion carried.

Motion was made by Trude and seconded by Ulrich to authorize the notice of intent, setting the application fee as \$25,000 and directing staff to fill in the appropriate dates specified in the notice.

8 ayes – 0 nays. Motion carried.

ADJOURN – 6

Time of adjournment 11:35 a.m.

Respectfully submitted,

Reviewed for approval,

Amanda Staple
Recording Secretary
TimeSaver Off Site Secretarial, Inc.

Karen George
Executive Director

Quad Cities Communications Commission
Balance Sheet Summary
As of March 31, 2015

	Total
ASSETS	
Current Assets	
Bank Accounts - QCTV	1,140,001.37
- PayPay acct	3,335.11
- US Bank Reserve	5,000.00
- Petty Cash	250.00
Accounts Receivable	0.00
Other current assets	0.00
Total Current Assets	\$ 1,148,586.48
Fixed Assets	0.00
TOTAL ASSETS	\$ 1,148,586.48
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	63,838.98
Other Current Liabilities	300.03
Total Current Liabilities	\$ 64,139.01
Equity	1,084,447.47
TOTAL LIABILITIES AND EQUITY	\$ 1,148,586.48

Quad Cities Communications Commission
Budget vs. Actuals: Budget 2015 - FY15 P&L
January - March, 2015

	Mar 2015				YTD			
	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	Budget
Income								
Duplication Revenue	81.33	208.00	-126.67	39.10%	522.80	624.00	-101.20	83.78%
Equipment Grant		4,583.00	-4,583.00	0.00%	0.00	13,749.00	-13,749.00	0.00%
Franchise Fees		72,854.00	-72,854.00	0.00%	0.00	218,562.00	-218,562.00	0.00%
Interest Income	16.25	8.00	8.25	203.13%	48.00	24.00	24.00	200.00%
Miscellaneous Income	-331.91	416.00	-747.91	-79.79%	3,120.36	1,248.00	1,872.36	250.03%
PEG Fee		36,427.00	-36,427.00	0.00%	0.00	109,281.00	-109,281.00	0.00%
Total Income	-\$ 234.33	\$ 114,496.00	-\$ 114,730.33	-0.20%	\$ 3,691.16	\$ 343,488.00	-\$ 339,796.84	1.07%
Gross Profit	-\$ 234.33	\$ 114,496.00	-\$ 114,730.33	-0.20%	\$ 3,691.16	\$ 343,488.00	-\$ 339,796.84	1.07%
Expenses								
Accounting / HR Services	1,208.67	1,500.00	-291.33	80.58%	3,009.05	4,500.00	-1,490.95	66.87%
Ads/Promos/Sponsorships	465.00	570.00	-105.00	81.58%	4,149.00	1,710.00	2,439.00	242.63%
Andover Capital Equipment		416.00	-416.00	0.00%	344.98	1,248.00	-903.02	27.64%
Announcers Fees	270.00	833.00	-563.00	32.41%	1,485.00	2,499.00	-1,014.00	59.42%
Anoka Capital Equipment	168.33	416.00	-247.67	40.46%	575.90	1,248.00	-672.10	46.15%
Audit		1,083.00	-1,083.00	0.00%	0.00	3,249.00	-3,249.00	0.00%
AV Equip / Repair / Supply / Software	563.11	2,000.00	-1,436.89	28.16%	1,476.28	6,000.00	-4,523.72	24.60%
Bank Fees / CC Fees		41.00	-41.00	0.00%	0.00	123.00	-123.00	0.00%
Brand Apparel		166.00	-166.00	0.00%	0.00	498.00	-498.00	0.00%
Building - Cleaning	407.65	500.00	-92.35	81.53%	1,222.95	1,500.00	-277.05	81.53%
Building - Insurance		241.00	-241.00	0.00%	1,394.00	723.00	671.00	192.81%
Building - Maintenance		583.00	-583.00	0.00%	376.82	1,749.00	-1,372.18	21.54%
Building - Supplies	304.57	250.00	54.57	121.83%	533.79	750.00	-216.21	71.17%
Car Allowance	250.00	250.00	0.00	100.00%	750.00	750.00	0.00	100.00%
Cell Phone - Allowance	435.00	555.00	-120.00	78.38%	1,305.00	1,665.00	-360.00	78.38%
Champlin Capital Equipment		416.00	-416.00	0.00%	0.00	1,248.00	-1,248.00	0.00%
City Sewer & Water	86.79	291.00	-204.21	29.82%	254.56	873.00	-618.44	29.16%
Commission Expense	14.23	291.00	-276.77	4.89%	1,094.23	873.00	221.23	125.34%
Computer Equip / Repair / Supply / Software	1,037.70	3,111.00	-2,073.30	33.36%	10,073.00	9,333.00	740.00	107.93%
Consulting Services	8,982.31	4,166.00	4,816.31	215.61%	11,782.31	12,498.00	-715.69	94.27%
Contingency Fund		2,166.00	-2,166.00	0.00%	0.00	6,498.00	-6,498.00	0.00%
Duplication Expenses	22.58	208.00	-185.42	10.86%	82.48	624.00	-541.52	13.22%
Electric Service	1,946.47	1,500.00	446.47	129.76%	2,905.21	4,500.00	-1,594.79	64.56%
Emp / Comm Appreciation	77.14	208.00	-130.86	37.09%	77.14	624.00	-546.86	12.36%
Federal Unempl Expense	86.91	125.00	-38.09	69.53%	457.77	375.00	82.77	122.07%
Health Insurance	4,878.36	5,634.00	-755.64	86.59%	18,876.35	16,902.00	1,974.35	111.68%
Insurance - Deductibles		41.00	-41.00	0.00%	0.00	123.00	-123.00	0.00%
Insurance - Liability / Bonds		580.00	-580.00	0.00%	3,964.00	1,740.00	2,224.00	227.82%
Lawn Service		416.00	-416.00	0.00%	0.00	1,248.00	-1,248.00	0.00%
Legal Fees	2,240.00	2,500.00	-260.00	89.60%	10,688.00	7,500.00	3,188.00	142.51%
Legislative Lobbying		138.00	-138.00	0.00%	0.00	414.00	-414.00	0.00%
Licenses and Permits		83.00	-83.00	0.00%	0.00	249.00	-249.00	0.00%
Meals		83.00	-83.00	0.00%	0.00	249.00	-249.00	0.00%
Memberships - NATOA / Others	534.00	456.00	78.00	117.11%	1,179.00	1,368.00	-189.00	86.18%
Mileage	596.46	500.00	96.46	119.29%	1,263.41	1,500.00	-236.59	84.23%
Miscellaneous Expenses		83.00	-83.00	0.00%	0.00	249.00	-249.00	0.00%

Quad Cities Communications Commission
Budget vs. Actuals: Budget 2015 - FY15 P&L
January - March, 2015

	Mar 2015				YTD			
	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	Budget
Natural Gas	586.44	291.00	295.44	201.53%	1,489.48	873.00	616.48	170.62%
Office Supplies / Equipment	389.83	833.00	-443.17	46.80%	1,592.93	2,499.00	-906.07	63.74%
Parking Lot Maintenance		416.00	-416.00	0.00%	0.00	1,248.00	-1,248.00	0.00%
Payroll Expenses (ADP)	334.75	433.00	-98.25	77.31%	1,536.50	1,299.00	237.50	118.28%
PERA	2,575.16	3,609.00	-1,033.84	71.35%	6,683.66	10,827.00	-4,143.34	61.73%
Postage	89.89	83.00	6.89	108.30%	381.60	249.00	132.60	153.25%
Printing / Copy Services	52.49	166.00	-113.51	31.62%	52.49	498.00	-445.51	10.54%
Professional Development	89.00	1,425.00	-1,336.00	6.25%	1,220.56	4,275.00	-3,054.44	28.55%
Publications		41.00	-41.00	0.00%	0.00	123.00	-123.00	0.00%
Ramsey Capital Equipment	20.31	416.00	-395.69	4.88%	70.64	1,248.00	-1,177.36	5.66%
Sales Tax		166.00	-166.00	0.00%	262.00	498.00	-236.00	52.61%
Secretary Services	166.00	150.00	16.00	110.67%	631.00	450.00	181.00	140.22%
Snow Plowing Service	287.50	416.00	-128.50	69.11%	1,497.50	1,248.00	249.50	119.99%
SS/Medicare Expense	2,675.90	4,087.00	-1,411.10	65.47%	7,076.22	12,261.00	-5,184.78	57.71%
State Unemploy Exp		416.00	-416.00	0.00%	0.00	1,248.00	-1,248.00	0.00%
STD / LTD / Life Insurance	366.99	504.00	-137.01	72.82%	1,885.96	1,512.00	373.96	124.73%
Studio Sets		166.00	-166.00	0.00%	0.00	498.00	-498.00	0.00%
Subscription Services	55.00	0.00	55.00		165.00	0.00	165.00	
Temp Staff Services		416.00	-416.00	0.00%	0.00	1,248.00	-1,248.00	0.00%
Vehicle - Equipment / Repair		1,416.00	-1,416.00	0.00%	1,821.59	4,248.00	-2,426.41	42.88%
Vehicle - Insurance		250.00	-250.00	0.00%	1,887.00	750.00	1,137.00	251.60%
Vehicle - Maintenance / Gas	70.00	666.00	-596.00	10.51%	627.81	1,998.00	-1,370.19	31.42%
Wages - Full-time	32,486.41	45,853.00	-13,366.59	70.85%	84,186.83	137,559.00	-53,372.17	61.20%
Wages - Part-time	2,567.85	7,581.00	-5,013.15	33.87%	8,154.67	22,743.00	-14,588.33	35.86%
Waste Removal	83.06	166.00	-82.94	50.04%	249.18	498.00	-248.82	50.04%
Web / VOD / Int / CaTV / Phone	1,116.06	1,333.00	-216.94	83.73%	3,433.03	3,999.00	-565.97	85.85%
Work Comp Insurance		208.00	-208.00	0.00%	1,281.00	624.00	657.00	205.29%
Total Expenses	\$ 68,587.92	\$ 103,907.00	-\$ 35,319.08	66.01%	\$ 205,506.88	\$ 311,721.00	-\$ 106,214.12	65.93%
Net Operating Income	-\$ 68,822.25	\$ 10,589.00	-\$ 79,411.25	-649.94%	-\$ 201,815.72	\$ 31,767.00	-\$ 233,582.72	-635.30%
Net Income	-\$ 68,822.25	\$ 10,589.00	-\$ 79,411.25	-649.94%	-\$ 201,815.72	\$ 31,767.00	-\$ 233,582.72	-635.30%
ZCIP - Network Servers	204.19		204.19		98,966.47	0.00	98,966.47	
ZCIP - Studio			0.00		48.34	0.00	48.34	
ZCIP - Truck	105,094.09		105,094.09		108,902.54	0.00	108,902.54	
	<u>105,298.28</u>				<u>207,917.35</u>			
	<u>\$ 173,886.20</u>				<u>\$ 413,424.23</u>			

Thursday, Apr 30, 2015 11:10:55 AM PDT GMT-5 - Accrual Basis

QCTV Bank Reconciliation
March 2015

Beginning Balance - 4M Statement	1,272,175.09
Less: Cleared Checks/Withdrawals	(125,671.43)
Plus: 4M Fund Interest	16.25
Plus: Bank Deposits/Credits	226.86
Bank Balance	\$1,146,746.77
Book Balance	1,146,746.77
Adjusted Book Balance	1,146,746.77
Difference:	\$0.00

Completed by: MK

Quad Cities Communications Commission Reconciliation Report

Quad Cities Commission, Period Ending **03/31/2015**

Reconciled on: 04/29/2015 (any changes to transactions after this date aren't reflected on this report)

Reconciled by: Lee Brezinka

Summary

Statement Beginning Balance	1,272,175.09
Checks and Payments cleared	-125,671.43
Deposits and Other Credits cleared	+243.11
Statement Ending Balance	1,146,746.77
Uncleared transactions as of 03/31/2015	-6,745.40
Register Balance as of 03/31/2015	1,140,001.37
Uncleared transactions after 03/31/2015	-27,007.34
Register Balance as of 04/29/2015	1,112,994.03

Details

Checks and Payments cleared

<u>Date</u>	<u>Type</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
02/02/2015	Bill Payment	10708	Bret Heitkamp	-80.00
02/18/2015	Bill Payment	10748	Pete C. Andersen	-115.00
02/18/2015	Bill Payment	10749	Peter J. Turok	-75.00
02/27/2015	Bill Payment	10758	The Lincoln National Life Ins. Co.	-703.31
02/27/2015	Bill Payment	10756	Preferred One Insurance Co.	-5,032.38
02/27/2015	Bill Payment	10760	Verizon Wireless	-70.08
02/27/2015	Bill Payment	10750	Anoka Area Chamber of Commerce	-15.00
02/27/2015	Bill Payment	10759	Timesavers	-199.00
02/27/2015	Bill Payment	10753	Huebsch	-55.60
02/27/2015	Bill Payment	10751	EPA Audio Visual, Inc	-1,410.67
02/27/2015	Bill Payment	10754	Kennedy & Graven, Chartered	-5,950.00
02/27/2015	Bill Payment	10757	Prime Advertising & Design, Inc.	-2,064.00
02/27/2015	Bill Payment	10752	Holiday Station	-126.50
03/05/2015	Bill Payment	10765	Market Place Plus, LLC	-404.95
03/05/2015	Bill Payment	10764	Markertek Video Supply	-207.45
03/05/2015	Bill Payment	10762	Comcast Cable	-20.31
03/05/2015	Bill Payment	10761	Alpha Video & Audio Inc	-3,601.00
03/05/2015	Bill Payment	10763	Image Lawncare Services, Inc.	-75.00
03/06/2015	Bill Payment	W/D	Citistreet	-300.00
03/06/2015	Bill Payment	W/D	PERA	-2,439.97
03/06/2015	Journal	03B - 2015MK		-13,692.88
03/06/2015	Journal	03B - 2015MK		-4,946.38
03/06/2015	Journal	03B - 2015MK		-168.60
03/11/2015	Bill Payment	10776	Joe G. Ruhland	-80.00
03/11/2015	Bill Payment	10774	Comcast Cable	-314.71
03/11/2015	Bill Payment	10767	ACE Solid Waste, Inc.	-83.06
03/11/2015	Bill Payment	10777	Markertek Video Supply	-2,114.00
03/11/2015	Bill Payment	10772	City of Champlin	-86.79
03/11/2015	Bill Payment	10781	Xcel Energy	-1,094.03
03/11/2015	Bill Payment	10780	U.S. Bank Corporate	-1,624.80
03/11/2015	Bill Payment	10779	Timesavers	-133.00
03/11/2015	Bill Payment	10771	City of Andover	-1,197.71
03/11/2015	Bill Payment	10766	A+ Cleaning Service, Inc.	-407.65
03/11/2015	Bill Payment	10773	Comcast 2	-452.23
03/11/2015	Bill Payment	10770	CenterPoint Energy	-586.44
03/11/2015	Bill Payment	10775	Image Lawncare Services, Inc.	-287.50
03/11/2015	Bill Payment	10768	Alpha Video & Audio Inc	-48,200.00
03/11/2015	Bill Payment	10778	Pete C. Andersen	-115.00

<u>Date</u>	<u>Type</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
03/11/2015	Bill Payment	10769	CBG Communications, Inc.	-1,062.63
03/20/2015	Bill Payment	W/D	Voya Financial	-300.00
03/20/2015	Bill Payment	W/D	PERA	-2,367.00
03/20/2015	Bill Payment	10784	The Lincoln National Life Ins. Co.	-593.85
03/20/2015	Bill Payment	10783	Joe G. Ruhland	-40.00
03/20/2015	Journal	03C - 2015MK		-12,692.60
03/20/2015	Journal	03C - 2015MK		-4,787.24
03/20/2015	Journal	03C - 2015MK		-166.15
03/26/2015	Bill Payment	10787	Huebsch	-99.58
03/26/2015	Bill Payment	10790	Preferred One Insurance Co.	-5,032.38
Total				-125,671.43

Deposits and Other Credits cleared

<u>Date</u>	<u>Type</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
03/03/2015	Deposit		Terry Lovaas	226.86
03/31/2015	Journal	03D - 2015MK		16.25
Total				243.11

Additional Information

Uncleared Checks and Payments as of 03/31/2015

<u>Date</u>	<u>Type</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
07/16/2013	Bill Payment	10010	City of Anoka	-125.00
03/20/2015	Bill Payment	10782	International Association of Buisness Communicator	-334.00
03/26/2015	Bill Payment	10791	Verizon Wireless	-70.29
03/26/2015	Bill Payment	10789	Markertek Video Supply	-831.59
03/26/2015	Bill Payment	10785	Amazon	-3,251.35
03/26/2015	Bill Payment	10788	IABC Pacific Plains Region	-79.00
03/26/2015	Bill Payment	10786	EPA Audio Visual, Inc	-2,054.17
Total				-6,745.40

Uncleared Checks and Payments after 03/31/2015

<u>Date</u>	<u>Type</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
04/03/2015	Bill Payment	W/D	PERA	-2,472.60
04/03/2015	Bill Payment	W/D	Voya Financial	-300.00
04/03/2015	Bill Payment	10792	BizzyWeb, LLC	-7,919.68
04/03/2015	Bill Payment	10795	G & B Environmental, Inc	-116.49
04/03/2015	Bill Payment	10796	Holiday Station	-70.00
04/03/2015	Bill Payment	10794	Comcast Cable	-194.41
04/03/2015	Bill Payment	10797	Market Place Plus, LLC	-404.95
04/03/2015	Bill Payment	10798	Pete C. Andersen	-75.00
04/03/2015	Bill Payment	10793	CDW Direct	-772.37
04/13/2015	Bill Payment	10803	Markertek Video Supply	-325.20
04/13/2015	Bill Payment	10804	Presto Graphics	-52.49
04/13/2015	Bill Payment	10807	Xcel Energy	-852.44
04/13/2015	Bill Payment	10806	U.S. Bank Corporate	-1,461.22
04/13/2015	Bill Payment	10800	Alpha Video & Audio Inc	-49,450.00
04/13/2015	Bill Payment	10802	Kennedy & Graven, Chartered	-2,240.00
04/13/2015	Bill Payment	10801	Huebsch	-88.50
04/13/2015	Bill Payment	10805	Timesavers	-166.00
04/13/2015	Bill Payment	10799	A+ Cleaning Service, Inc.	-407.65
04/15/2015	Bill Payment	10808	ACE Solid Waste, Inc.	-83.06
04/15/2015	Bill Payment	10812	Comcast Cable	-168.28
04/15/2015	Bill Payment	10810	City of Champlin	-95.35
04/15/2015	Bill Payment	10814	Markertek Video Supply	-63.00

<u>Date</u>	<u>Type</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
04/15/2015	Bill Payment	10809	CenterPoint Energy	-300.13
04/15/2015	Bill Payment	10811	Comcast 2	-452.34
04/15/2015	Bill Payment	10815	Minnesota Unemployment Ins.	-227.32
04/15/2015	Bill Payment	10813	Lynda.com, Inc.	-1,750.00
04/17/2015	Bill Payment	W/D	PERA	-2,409.08
04/17/2015	Bill Payment	W/D	Voya Financial	-300.00
04/24/2015	Bill Payment	10819	Markertek Video Supply	-252.58
04/24/2015	Bill Payment	10820	The Lincoln National Life Ins. Co.	-593.85
04/24/2015	Bill Payment	10816	Amazon	-1,727.09
04/24/2015	Bill Payment	10818	Huebsch	-33.07
04/24/2015	Bill Payment	10817	CBG Communications, Inc.	-6,802.58
Total				-82,626.73

Uncleared Deposits and Other Credits after 03/31/2015

<u>Date</u>	<u>Type</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
04/08/2015	Deposit		Comcast	55,619.39
Total				55,619.39

QCCCC Agenda Item

4.3 Executive Director's Report

May 11, 2015

To: Commissioners

From: Karen George, Executive Director

Subject: Executive Director's Report

CenturyLink interest in cable television franchise

CenturyLink representatives have expressed interest in securing a cable television franchise to offer area residents the PRISM television service. See agenda item 5.1.

2014 Audit

Redpath and Company representatives are in the final stages of audit preparation. The completed report will be presented at a future commission meeting after budget committee review.

Programming and Playback research

Following the March 19 work session, staff has been taking a comprehensive look at our channel playback procedures and programming guidelines. We are reviewing best practices in the industry and city input from the strategic plan research. Updated procedures are scheduled for commission input at a work session in May.

Supervisory training completed

Mobile Production Coordinator Taylor Johnson has completed the Management Academy program at Anoka-Ramsey Community College in April. The program has provided a foundation of supervisory skills for Taylor and his work supervising part-time production assistants here at QCTV. Congratulations, Taylor.

Minnesota legislative update

Attached to this report is the legislative update from MACTA. Much of the activity is regarding broadband deployment in the state. SF 895 and HF 776 is legislation impacted by an amendment sponsored by MACTA and previously presented to the commission in March. This bill would prohibit any unit of government from regulating voice, data or video if delivered using internet protocol. MACTA was successful in adding language that protects local control of cable television video services.

CAP Act introduced

U.S. Senators Tammy Baldwin (D-WI) and Edward J. Markey (D-MA) have reintroduced the Community Access Preservation (CAP) Act, legislation to ensure public access to local television programming. The CAP Act amends the Cable Act to ensure that PEG fees can be used for any purpose, including paying employee salaries. The legislation reaffirms that cable operators must deliver PEG channels to subscribers without additional charges, and via channel placement with the same quality, accessibility and functionality as provided to local television broadcast stations. Finally, it requires operators to provide the support required under state laws, the support historically provided for PEG, or up to 2 percent of gross revenue – whichever is greater. The CAP Act involves no federal spending, will address the severe challenges faced by PEG access channels and local community media, and will save thousands of jobs across the country.

Monthly reports

Attached to this agenda item are the operations and technology updates and the March statistical report.

Action Requested: None.

MACTA**2015-16 SESSION
TRACKING LIST**

Current as of 5/8/2015

Prepared by the Legislative Department of McGrann Shea Carnival Straughn & Lamb, Chartered

2015 REGULAR SESSION BILLS

1	BILL DESCRIPTION	SENATE	HOUSE	COMMENTS/NOTES
	APPROPRIATING MONEY FOR TELECOMMUNICATIONS AID TO LIBRARIES	SF 437 – Schmit		
2	BILL DESCRIPTION	SENATE	HOUSE	COMMENTS/NOTES
	EXPANDING THE EXEMPTION FOR TELECOMMUNICATIONS EQUIPMENT	SF1186 – Koenen.	HF 53 – Davids.	<p>House: Heard and laid over in the House Tax committees.</p> <p>Senate: Heard in Senate Tax Reform division and laid over.</p> <p>Included in Senate Omnibus Tax bill.</p>
3	BILL DESCRIPTION	SENATE	HOUSE	COMMENTS/NOTES
	APPROPRIATING MONEY FOR BROADBAND OPERATIONAL SUPPORT, PROGRAM DELIVERY, AVAILABILITY MAPPING AND DATA COLLECTION	SF 438 – Schmit; Sparks and Dahms		
4	BILL DESCRIPTION	SENATE	HOUSE	COMMENTS/NOTES
	APPROPRIATING \$100 MILLION TO THE BORDER-TO-BORDER BROADBAND ACCOUNT	SF 439 – Schmit; Tomassoni; Sparks; Dahms and Westrom	HF 556 – Johnson, S.; Simonson and Metsa.	

MACTA

**2015-16 SESSION
TRACKING LIST**

Current as of 5/8/2015

Prepared by the Legislative Department of McGrann Shea Carnival Straughn & Lamb, Chartered

2015 REGULAR SESSION BILLS

5	BILL DESCRIPTION	SENATE	HOUSE	COMMENTS/NOTES
	APPROPRIATING \$50 MILLION TO THE BORDER-TO-BORDER BROADBAND ACCOUNT	SF 1260 – Gazelka, Saxhaug.	HF 593 – Kresha; Johnson, S.; Backer; Nornes and Urdahl. (2-5-15)	House: Heard in House Greater MN Economic & Workforce Dev Policy, passed Heard in House Job Growth & Energy Affordability Policy & Finance comm., laid over for possible inclusion in omnibus funding bill.
6	BILL DESCRIPTION	SENATE	HOUSE	COMMENTS/NOTES
	MTA / CENTURY LINK BILL	SF 736 – Sparks; Dahms; Koenen and Ruud	HF 1066 – Kresha.s	House: Heard in House Commerce, passed to House Jobs Finance Committee Senate: Heard in Senate Jobs, Agriculture & Rural Dev committee; passed to Senate Finance committee NOTE: SF 895 (VoIP bill) was amended into SF 736. Heard in the Senate Environment, Economic Development & Agriculture Finance division, VoIP language was deleted. Passed to the Senate Floor.

MACTA

**2015-16 SESSION
TRACKING LIST**

Current as of 5/8/2015

Prepared by the Legislative Department of McGrann Shea Carnival Straughn & Lamb, Chartered

2015 REGULAR SESSION BILLS

7	BILL DESCRIPTION	SENATE	HOUSE	COMMENTS/NOTES
	VOIP BILL- INCLUDES MACTA AMENDMENT	SF 895 – Sparks; Dahms; Eken and Nelson	HF 776 – Sanders; Atkins; Kresha and Hoppe.	<p>House: Heard in House Commerce, passed to House Jobs Finance Committee</p> <p>Heard in House Commerce committee, passed to House Job Growth & Energy Affordability Policy & Finance Committee</p> <p>Included in House Omnibus Jobs Finance budget bill, with MACTA amendment.</p> <p>Senate: Heard in Senate Jobs, Agriculture & Rural Dev committee – language was amended into MTA/Century Link bill – SF 736. Sent to Senate Finance committee.</p> <p>VoIP provisions deleted from SF 736 in the Senate Environment, Economic Development & Agriculture Finance bill.</p>

8	BILL DESCRIPTION	SENATE	HOUSE	COMMENTS/NOTES
	CLARIFYING DEFINITION OF RETAIL SALES AS IT RELATES TO FIBER OPTIC	SF 1283 – Ortman, Senjem, Thompson	HF 862 – Hoppe.	

MACTA

**2015-16 SESSION
TRACKING LIST**

Current as of 5/8/2015

Prepared by the Legislative Department of McGrann Shea Carnival Straughn & Lamb, Chartered

2015 REGULAR SESSION BILLS

AND COMMUNICATION CABLE				
9	BILL DESCRIPTION	SENATE	HOUSE	COMMENTS/NOTES
	BROADBAND INFRASTRUCTURE DEVELOPMENT AND BONDING AUTHORITY	SF 1101 – Schmit.	HF 1900 – Simonson, Lien	
10	BILL DESCRIPTION	SENATE	HOUSE	COMMENTS/NOTES
	DEPT. OF COMMERCE POLICY BILL	SF 1862 - Sparks	HF 1558 – Kresha, S. Johnson, Hoppe	Not heard in either body before policy deadlines.
11	BILL DESCRIPTION	SENATE	HOUSE	COMMENTS/NOTES
	LOCAL REFERENDA RELATED TO SPENDING MUST BE HELD IN NOVEMBER	SF 1711 - Kiffmeyer	HF 922 – Drazkowski, Lucero	House: Heard in House Government Operation & Elections Policy, passed to House State Government Finance. Heard in House State Government Finance, passed to House Education Finance. Included in House Omnibus Property Tax Division report.
12	BILL DESCRIPTION	SENATE	HOUSE	COMMENTS/NOTES

MACTA

**2015-16 SESSION
TRACKING LIST**

Current as of 5/8/2015

Prepared by the Legislative Department of McGrann Shea Carnival Straughn & Lamb, Chartered

2015 REGULAR SESSION BILLS

REMOVING AUTHORITY FOR MUNICIPAL TELECOMMUNICATIONS	SF 1800 -Schmit		Senate: Language amended into the MTA/Century Link bill in the Senate – SF 736. Passed to Senate Finance Committee.
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13	BILL DESCRIPTION	SENATE	HOUSE	COMMENTS/NOTES
	GENERAL FUND GRANT TO LEACH LAKE OJIBWE FOR WIRELESS BROADBAND	SF 1950 - Saxhaug	HF 2105- Persell	

13	BILL DESCRIPTION	SENATE	HOUSE	COMMENTS/NOTES
	APPROPRIATING \$2.4 MILLION FROM THE BORDER-TO-BORDER BROADBAND FUND FOR A DEMONSTRATION PROJECT	SF 2006 - Anderson	HF 2123 - McDonald	House: Heard in House Job Growth & Energy Affordability Policy and Finance committee, laid over for possible inclusion in omnibus bill. Included in House Jobs Finance omnibus budget bill, \$2 million

14	BILL DESCRIPTION	SENATE	HOUSE	COMMENTS/NOTES
	OMNIBUS ECONOMIC DEVELOPMENT, HOUSING & ENERGY BUDGET BILL	SF 2101 - Tomassoni	HF 843 - Garofalo	House: Provisions of interest to MACTA <ul style="list-style-type: none">\$2 million for a broadband demonstration grant project (see #13 above)

MACTA

**2015-16 SESSION
TRACKING LIST**

Current as of 5/8/2015

Prepared by the Legislative Department of McGrann Shea Carnival Straughn & Lamb, Chartered

2015 REGULAR SESSION BILLS

			<ul style="list-style-type: none">• \$8 million funding for border-to-border broadband development grants• Funding for the Office of Broadband• VoIP deregulation, including MACTA amendment (see #7 above) <p>Senate:</p> <ul style="list-style-type: none">• \$17 million funding for border-to-border broadband development grants• Funding for the Office of Broadband Development• Does not include VoIP deregulation bill or MTA bill.
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CAPITOL UPDATE REPORT

From: Sarah J. Psick
Date: May 8, 2015
Re: Capitol Update Report

Governor's Fishing Opener: Governor Dayton will host the 68th Annual Governor's Fishing Opener at Lake Vermillion this weekend. The annual event typically draws several thousand attendees and is a major tourism and economic event for the host community. Events will include a community picnic in downtown Tower, family activities and fishing. According to the Governor's office, fishing generates an estimated \$2.4 billion in direct retail sales annually in Minnesota, supporting 35,000 jobs statewide. Minnesota has the second-highest angler participation of any state in the nation at 32 percent. Joining the Governor to fish on Saturday morning will be Speaker of the House Kurt Daudt and Senate Majority Leader Tom Bakk who represents the area – maybe a budget deal will be reached out on the lake.

Budget Negotiations: It is the time of year when legislative leaders and staff are seen crossing the Capitol to meet behind closed doors, at the Governor's office or Residence to try and negotiate an agreement on the budget. Members of the media and lobbyists are often found waiting outside of the room for any word on a breakthrough in the talks. So far, both sides are optimistic that they will reach agreement in time to avoid a special session, but they are pretty far apart. The Senate DFL has adopted a \$43 billion budget for the 2016-2017 fiscal years with about \$450 million in tax relief. In contrast, the House supports a budget around \$39 billion and \$2 billion in tax relief. On Thursday, leaders reported initial agreement on some of the smaller budget bills including agriculture and environment, but no official agreements have been announced. Budget and policy issues within the health and human services budget will be the most difficult to resolve.

Right to Try Act: Governor Dayton signed the "Right to Try" Act this week. Sponsored in the House by Representative Nick Zerwas (R, Elk River), the bill allows a doctor to recommend using investigational drugs that are yet not approved by the FDA, but have completed phase 1 of a clinical trial, for treatment of terminally ill patients. Rep. Zerwas was 15-years old and waiting for a heart transplant when his cardiologist

told him about an experimental surgery previously only tried in South America which would replace the right side of his heart with a cow's pericardium. Doctors told him that even if it didn't work and they weren't able to save him, they would learn so much that they might be able to save the next 15-year-old boy. The surgery worked and saved his life. As he said on the House Floor, it was his last hope. The bill passed the Senate by a vote of 60-4 and passed the House by a vote of 123-0. Following the vote, Representative Zerwas recognized his parents, who were present on the House Floor, and thanked them for letting him try the experimental surgery. To date, 15 other states have passed similar laws.

State Lottery Restrictions: The Minnesota Senate overwhelmingly passed a bill which would restrict the Minnesota Lottery from selling lottery tickets at ATMs, gas pumps or online. A similar bill was passed by the House and Senate in 2014, but was vetoed by Governor Dayton. The Legislature has been critical of the lottery for expanding the way lottery games are offered through electronic technologies without express legislative authority. Governor Dayton has supported the lottery and their efforts to run a successful lottery which contributes to the state's general fund and environmental programs. Following the Senate's vote of 56-8 and expected passage by the House next week, the Governor stated that he will have to decide if he will again veto the bill, or accept the legislature's position. Should the Governor veto the bill, a veto override attempt would begin in the Senate.

Senate Confirmations: The Senate took up the several appointments by Governor Dayton for confirmation this week. The more controversial confirmations include the Department of Commerce commissioner and the chair of the Metropolitan Council which were approved along mostly party-lines. The following appointments were approved by the Senate:

- Department of Agriculture: Commissioner David Fredrickson
- Metropolitan Council: Chair Adam Duininck
- Department of Commerce: Commissioner Michael Rothman
- Iron Range Resources and Rehabilitation Board: Commissioner Mark Philips
- Minnesota Pollution Control Agency: Commissioner John Linc Stine, Earnest Morgan
- Department of Veterans Affairs: Commissioner Larry Shellito
-
- Bureau of Mediation Services: Commissioner Josh Tilsen
- Legislative-Citizen Commission on Minnesota Resources: William Farber, Della Young
- Lessard-Sams Outdoor Heritage Council: Julie Blackburn, Jane Kingston

- Gambling Control Board: Beth Pinkney, Geno Fragnito
- Minnesota Environmental Quality Board: Katherine Knuth, John Saxhaug
- Board of Trustees of the Minnesota State Colleges and Universities: Kelly Charpentier-Berg, Robert Hoffman, Maleah Otterson, Louise Sundin, Erma Vizenor
- Metropolitan Council: Members: Deb Barber, Steven Chavez, Jonathan Commers, Gary Cunningham, Gail Dorfman, Steven Elkins, Richard Kramer, Cara Letofsky, Marie McCarthy, Harry Melander, Jennifer Munt, Edward Reynoso, Katie Rodriguez, Sandy Rummel, Lona Schreiber, Wendy Wulff.
- Board of Judicial Standards: Terry Saario, Cindy Telstad, William Wernz

Next Week: The Constitutional deadline for the end of session is May 18th, leaving ten days for the legislature to finish its work and avoid a special session. This means that after an agreement is reached on the overall budget, the individual budget conference committees must work out the details of how to appropriate those funds and resolve any policy related provisions in the bills. Legislative staff must have time to re-draft the negotiated bills and each bill must be re-passed by the House and Senate. All of this work must be done by May 18th. It will be a long week.

QCCCC Agenda Item

4.3.1 Operations Report

May 12, 2015

To: Karen George, Executive Director

From: Katherine Lenaburg, Operations Manager

Subject: Operations Update

QCTV began mobile van productions with the phase one of our upgrades to the van. Spring sports is in full swing so we are starting with live coverage of softball, baseball, and lacrosse games. The summer schedule is in the works and besides sports, it includes community events, concerts, parades, and graduations.

City meetings were covered in four cities as well as the District 11 School Board meeting and Cable Commission meeting. We also covered The Anoka-Champlin Fire Board meeting as well as the city of Anoka's organized solid waste collection discussion.

We produced our regular monthly programs: "News and Views", "The Chamber Report", and "The District Court Show". "It's Your History", "The Public Safety Show", and "The Sheriffs Show" were completed.

Several promos, including "What's News at The Q" were produced and two PSA's- one on kids putting away their electronic hand held devices and one on not leaving your dog in a hot car.

We are in pre-production for several studio shows including one on fitness, local physicians, The Anoka County Library, The League of Women Voters, and local authors.

We have also started a new type of show we are calling "Slow TV" (see enclosed article). We are starting with local scenes- like the river, the dam, and a construction site. The video has soothing music and is intended to be relaxing.

QCTV was a guest at the 50th annual Employer-Employee Coon Rapids High School Internship program. Alison Livermore is a production assistant at QCTV. She graduates this June and is going to Montana State University to study film.

QCTV has been nominated for several Minnesota Association of Government Communicators Northern Lights awards. We will attend a reception and awards ceremony soon to find out the specifics.

Action: None

Norway's hot export: glacial TV

The U.S. and England will be the next to test the appeal of really, really long-running TV shows about nothing.

By STEPHANIE MERRY
Washington Post

Watching television has become an increasingly urgent hobby. The faster you power through the just-released season of "House of Cards," the sooner you can get to "Bosch," which you've heard is pretty good for a police procedural, and besides, it's only 10 episodes, so you can finish it by tomorrow, giving you just enough time to catch up on "Game of Thrones" before the next season starts.

Following the latest best series was once a leisurely activity. Not lazy, mind you, just slower. That word has its detractors ("I couldn't get into it. It was so slow."), but not in Norway, where Slow TV has become a cultural phenomenon.

Norwegians have reclaimed television as relaxation. They'll watch unedited footage of a train chugging for hours from Bergen to Oslo or a 5½-day program chronicling the MS Nordnorge's voyage along the coast. Even a promise of "12 hours of non-stop knitting" is drawing viewers. There may not be much to rehash around the water cooler, and the clips won't go viral, but the viewing experience is less harried. And nobody worries about spoilers.

Which raises a question. (OK, lots of questions — knitting? — but one main question.) Can Slow TV exist outside of Scandinavia?

"I don't think we are particularly stupid or weird in Norway to like this sort of thing," said Thomas Hellum, a Slow TV pioneer and production manager at Norway's public broadcaster, NRK. "I think really it could work in other countries."

Networks in England and the United States are aiming to find out. First up, BBC Four Goes Slow is testing England's patience this spring. LMNO Productions has plans to launch Slow TV shows in the U.S., too, although the company president isn't ready to divulge details. For those in a hurry to check it out, Slow TV also is available on the Pluto TV website and app, and the Norwegian shows can be found on YouTube.

NRK spurred the unexpected trend in 2007, thanks mainly to happenstance. The idea came up during lunch one day among producers of a documentary about a railway in Norway, the Bergen Line. It would be a shame to waste the extra footage, they reasoned, so why not air the whole journey, free of editing?

Hellum floated the idea to his editors, and, as he recalls, there was confusion at first, quickly followed by laughter — "in a good way," he insisted — and then contemplation. "They turned the question into: 'What will NRK risk by not doing this?'" Hellum said. "Because we want to be innovative, we want to surprise people and make new things."

The show certainly has a novel feel. A camera is positioned on the front of the train as it glides along a ribbon of track through tunnels and under bridges, over a landscape that changes from snowy to grassy. A lake might materialize on occasion or the voice of the conductor announcing the next station, but largely the scenes are just simple, repetitive and, ultimately, meditative.

Hellum didn't have high expectations. Maybe a couple thousand railway enthusiasts would tune in, he thought. Instead, 1.6 million Norwegians watched part of the broadcast. That's even more impressive when you consider that the entire population of Norway is just 5 million, meaning that nearly a third of the country was on board for the broadcast.

Viewers flooded social media to discuss the show. One man even claimed that at the end of the line, he stood up to collect his baggage only to realize he was in his living room.

Hellum then got the go-ahead to shoot "Hurtigruten Minute by Minute," a boat voyage that clocks in at 134 hours and 42 minutes. This time, the broadcast aired live, turning it into a national event. Coastal residents greeted the ship as it sailed by and tried to grab their five seconds of fame. People waved flags and held signs with messages to loved ones. And viewership soared with 3.2 million — well over half the population — tuning in to watch.

QCCCC Agenda Item

4.3.2 Technology Report

May 4, 2015

To: Karen George, Executive Director

From: Steve Ulrich

Subject: April 2015 Technology Report

Equipment Issues:

City Equipment:

- Andover – The Comcast i-Net modulator failed which prevented two meetings from going live to channel. (Live to web was unaffected) Comcast ended up replacing the modulator at City hall and the demodulator at the studio. The equipment involved is from the 1980's. Comcast has no new equipment for replacement. The units installed to resolve this issue were both used.

QCTV Equipment:

- Web developer needed additional access through the firewall which was provided.

Web Site:

- Reviewed connection issues with new Cablecast system.

April Projects:

- Created clear demarcation between QCTV and Comcast equipment.
- Rewired Prisma and Vbrick. Provided Vbrick connectivity at Jim's desk.
- Rewire connections to network switch. Remove redundant wiring.
- Assisted with truck equipment installation and configuration.
- Studio lighting was changed for existing programs.

May Planned Projects:

- SDI switching issue.
- New web site development.
- Install new lighting controller in studio.
- Planned computer maintenance/upgrades.
- Truck documentation.
- Database maintenance.

Ongoing Projects:

- NAS file maintenance.
- Equipment documentation.
- Off site backup.

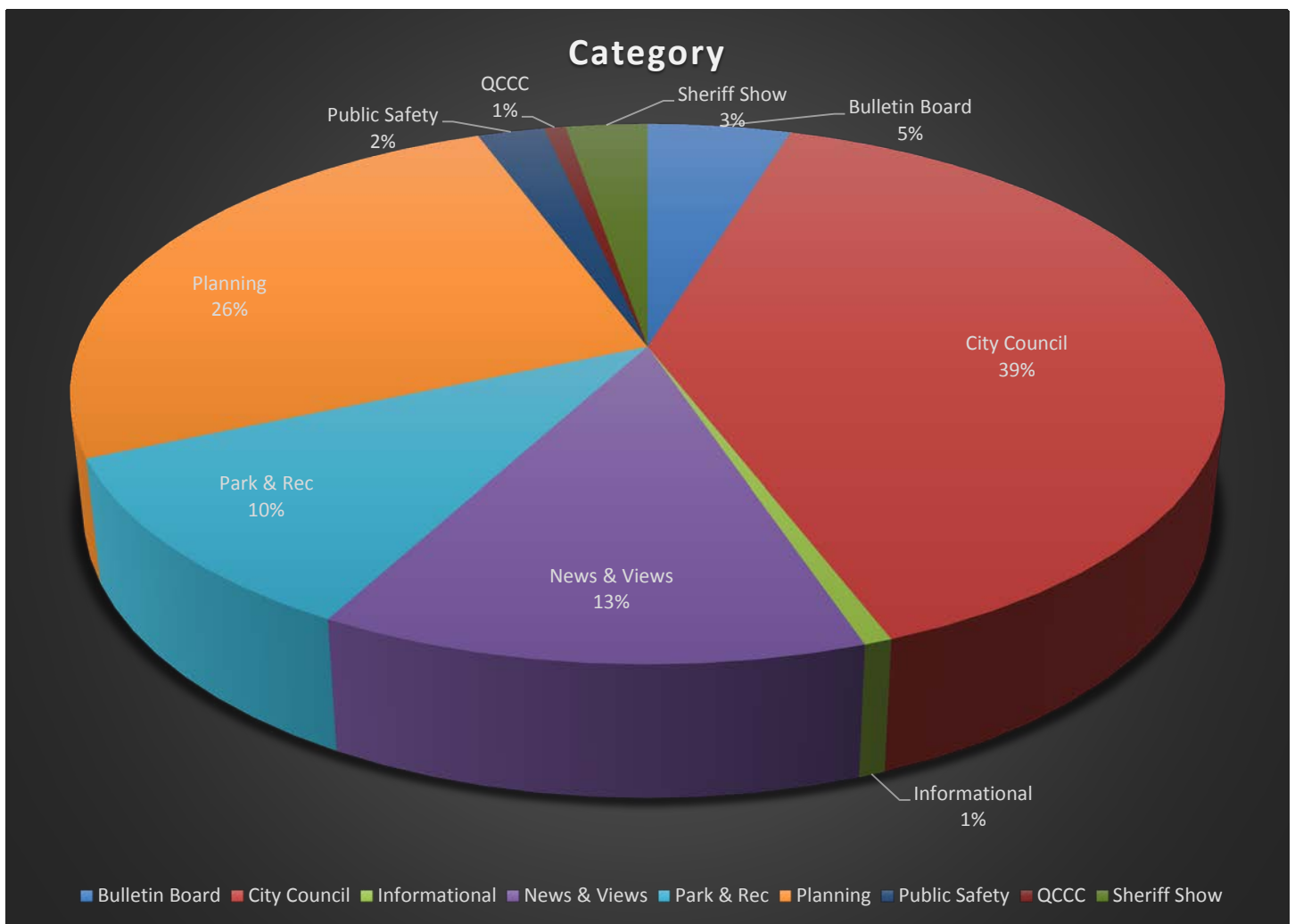
Action: None.

Andover Channel & Web Statistics

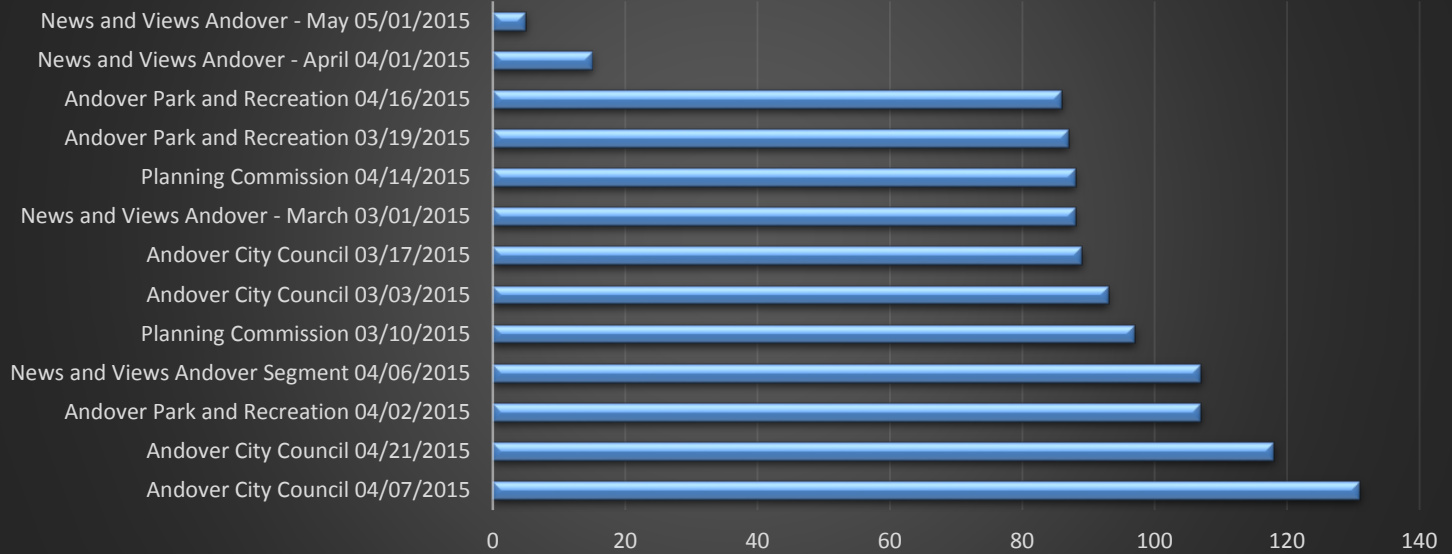
April 2015

Playback:	Shows:	Bulletin Board:	Web Hits:
Total Runs: 773	New Shows: 9	Total Hours: 34.18	Total Hits: 1111
Total Time: 685.82	New Time: 11.15	Saturation: 4.7%	
Saturation: 95.3%	All Shows: 21	New Andover: 74	
	All Time: 15.48	New All Cities: 427	

Shared With Multiple Cities		
2/2/2015	News and Views - Feb	1
3/11/2015	News and Views - Mar	1
3/12/2015	Pollinator Crisis	0.02
10/30/2014	Public Safety Talk Nov	0.5
3/4/2015	QCCC 02-2015	0.57



Web Hits



Detail

Title	Event Date	Category	Length-d	Runs	Total-d
QCCC 4-16 **	4/16/2015	QCCC	0.5592	6	3.3550
Park and Recreation Andover 4-2	4/3/2015	Park & Rec	0.4397	102	44.8517
Meet Kameron Kytönen	7/17/2014	Informational	0.0272	1	0.0272
News and Views May-Andover	4/30/2015	News & Views	0.2678	4	1.0711
QCCC 3-19 **	3/23/2015	QCCC	0.1464	12	1.7567
News and Views - March	3/11/2015	News & Views	1.0000	14	14.0000
Andover Park & Recreation 03-19-2015	3/20/2015	Park & Rec	0.1833	14	2.5667
Andover City Update 7-10	7/10/2014	Informational	0.2583	14	3.6167
Public Safety Talk 2-13	3/24/2015	Public Safety Show	0.5003	32	16.0089
Park and Recreation Meeting 4-16	4/17/2015	Park & Rec	0.9039	32	28.9244
Planning Commission Andover 3-10	3/11/2015	Planning	0.6031	65	39.1986
City Council Meeting 4-7	4/7/2015	City Council	1.8769	74	138.8939
Meet Brett Angell	7/17/2014	Informational	0.0281	1	0.0281
City Council Andover 4-21	4/21/2015	City Council	2.8006	34	95.2189
News and Views - Andover Segment	3/11/2015	News & Views	0.2594	69	17.9017
City Council Meeting Andover 3-17	3/18/2015	City Council	0.7881	63	49.6475
News and Views - April Andover Segment	4/7/2015	News & Views	0.2458	53	13.0292
News and Views - April **	4/7/2015	News & Views	1.0000	48	48.0000
Planning Commission 4-14	4/14/2015	Planning	3.0636	48	147.0533
Pollinator Crisis - Kameron Kytönen **	3/12/2015	Informational	0.0244	48	1.1733
Sheriff Show March/April **	3/11/2015	Sheriff Show	0.5000	39	19.5000
** Shared with multiple cities			15.4761	773	685.8228

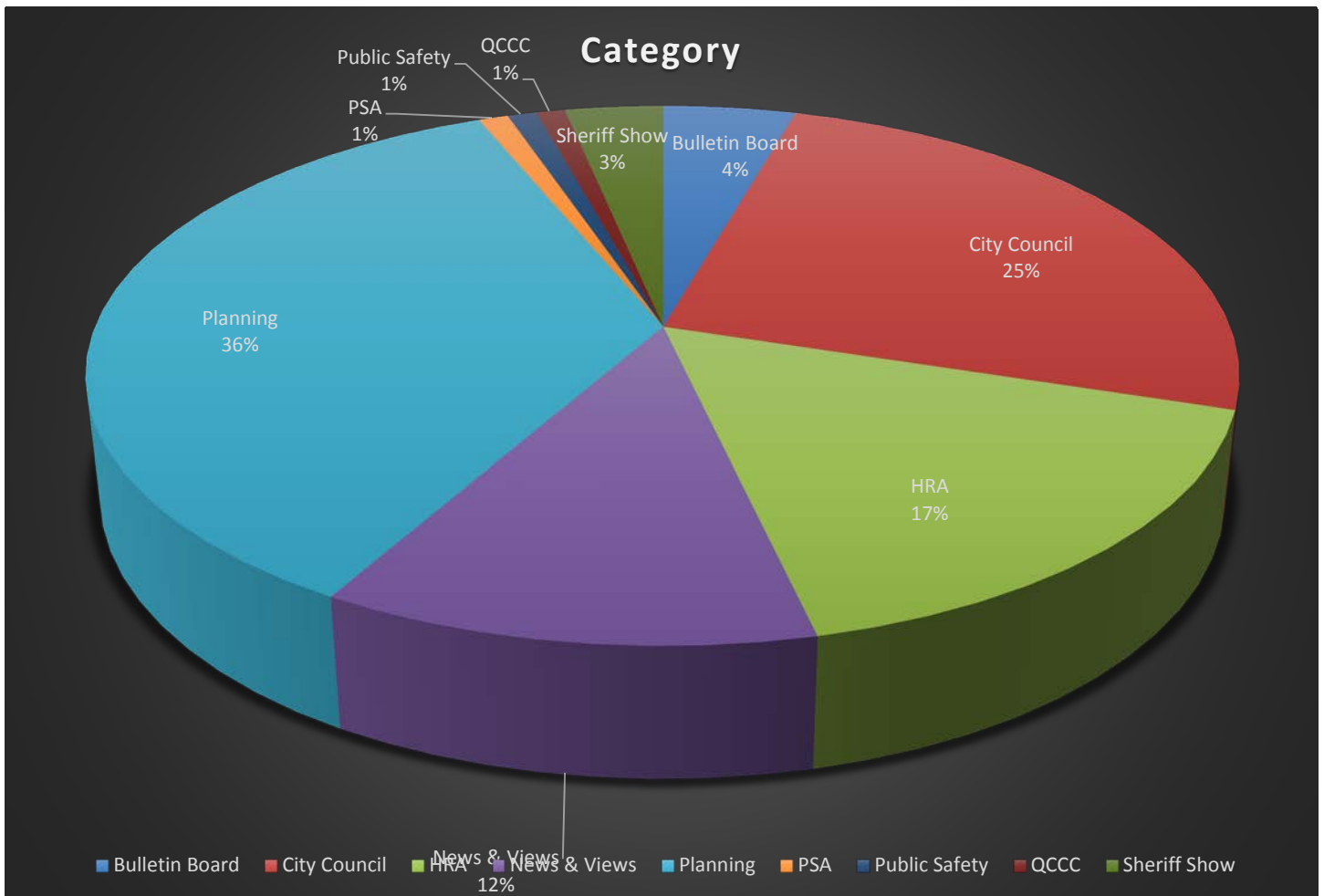
Total Programming Hours:	685.82
Total Bulletin Board Hours:	34.18
Total Runs:	773
April Total Time:	720.00
Web Hits:	1111

Anoka Channel & Web Statistics

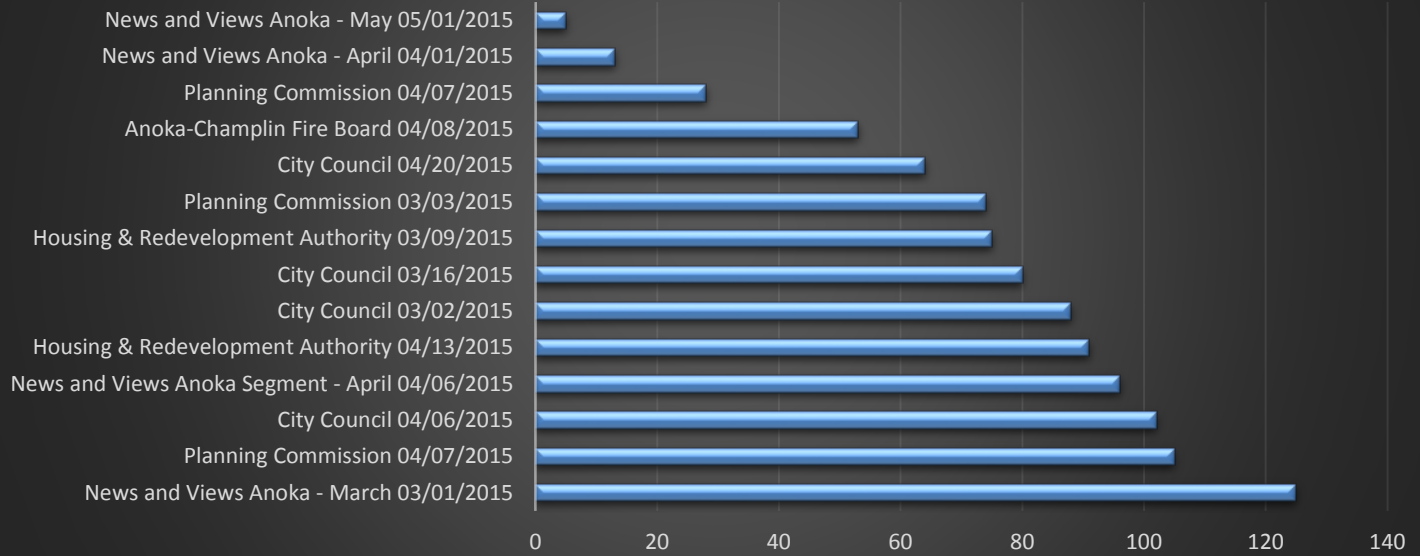
April 2015

Playback:		Shows:		Bulletin Board:		Web Hits:	
Total Runs	777	New Shows	10	Total Hours:	31.65	Total Hits:	999
Total Time:	688.35	New Time:	8.83	Saturation:	4.4%		
Saturation:	95.6%	All Shows:	19	New Anoka:	81		
		All Time:	14.17	New All Cities:	427		

Shared With Other Cities		
4/8/2015	Anoka-Champlin Fire Board 4-8	0.8681
4/30/2015	News and Views - May	1.0000
4/16/2015	QCCC 4-16	0.5592
3/23/2015	QCCC 3-19	0.1478
3/17/2015	News and Views - March	1.0000
3/24/2015	Public Safety Talk 2-13	0.5000
4/7/2015	News and Views - April	1.0000
3/10/2015	The Sheriff Show March - April	0.5000



Web Hits



Detail

Title	Event Date	Category	Length-d	Runs	Total-d	
City Council Meeting Anoka 3-16	3/17/2015	City Council	1.3056	34	44.3889	
City Council Meeting 4-20	4/21/2015	City Council	1.1483	52	59.7133	
Anoka-Champlin Fire Board 4-8 **	4/8/2015	Informational	0.8681	3	2.6042	
News and Views - May **	4/30/2015	News & Views	1.0000	4	4.0000	
News and Views - Anoka Segment	3/17/2015	News & Views	0.3181	7	2.2264	
QCCC 4-16 **	4/16/2015	QCCC	0.5592	9	5.0325	
News and Views May-Anoka Segment	4/30/2015	News & Views	0.2639	11	2.9028	
QCCC 3-19 **	3/23/2015	QCCC	0.1478	12	1.7733	
News and Views - March **	3/17/2015	News & Views	1.0000	13	13.0000	
Public Safety Talk 2-13 **	3/24/2015	Public Safety	0.5000	14	7.0000	
HRA 4-13	4/13/2015	HRA	0.8872	80	70.9778	
News and Views - April **	4/7/2015	News & Views	1.0000	45	45.0000	
Planning Commission Anoka 3-3	3/5/2015	Planning	0.7206	38	27.3811	
City Council Anoka 4-6	4/7/2015	City Council	0.9708	81	78.6375	
Anoka PSA Day	3/10/2015	PSA	0.0986	72	7.1000	
News and Views - April Anoka Segment	4/7/2015	News & Views	0.2531	69	17.4608	
HRA Anoka 3-9	3/10/2015	HRA	0.6997	68	47.5811	
The Sheriff Show March - April **	3/10/2015	Sheriff Show	0.5000	47	23.5000	
Planning Commission 4-7	4/8/2015	Planning	1.9328	118	228.0678	
**Shared With Other Cities				14.1736	777	688.3475

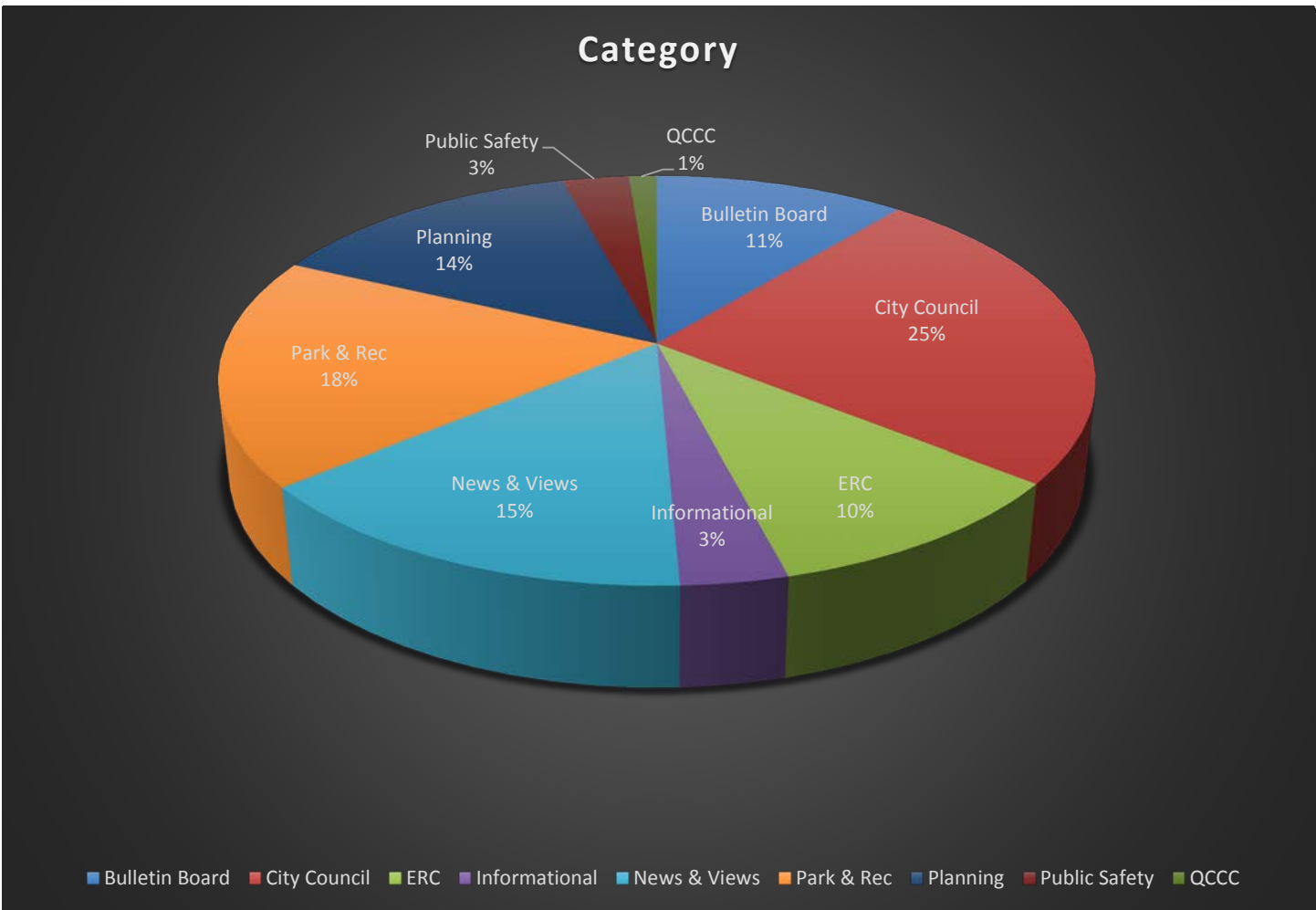
Total Programming Hours:	688.35
Total Bulletin Board Hours:	31.6525
Total Runs:	777
April	720
Web Hits:	999

Champlin Channel & Web Statistics

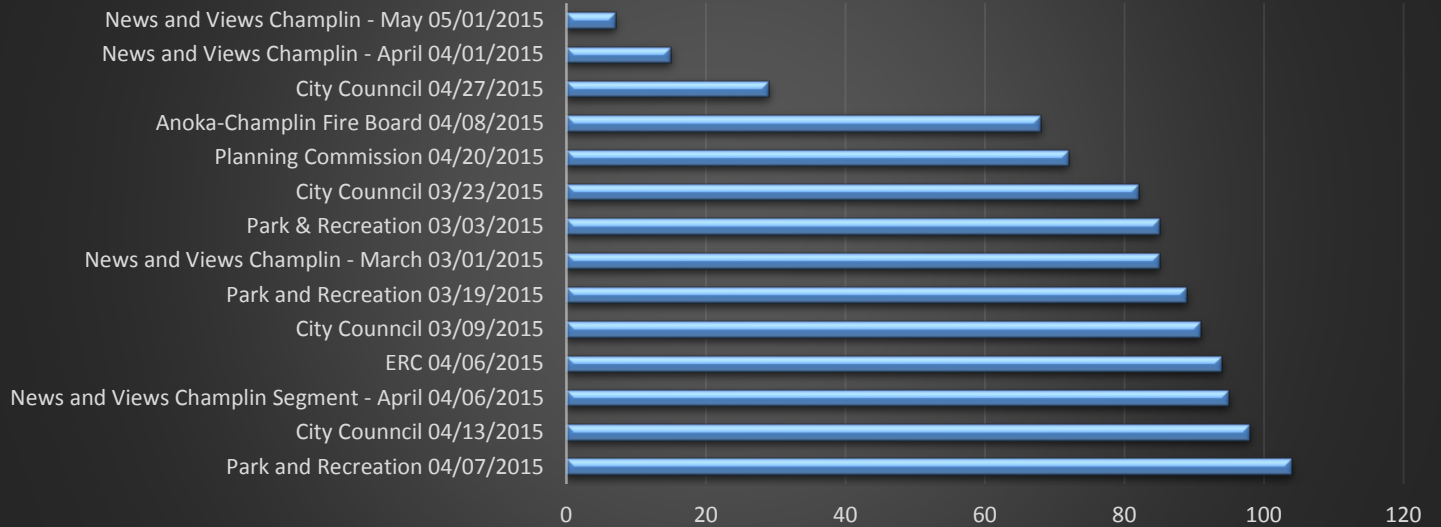
April 2015

Playback:		Shows:		Bulletin Board:		Web Hits:	
Total Runs:	1049	New Shows:	11	Total Hours:	79.12	Total Hits:	1014
Total Time:	640.88	New Time:	8.53	Saturation:	11%		
Saturation:	89%	All Shows:	19	New Champlin:	93		
		All Time:	12.83	New All Cities:	427		

Shared With Multiple Cities		
4/30/2015	News and Views - May	1.0000
4/7/2015	News and Views - April	1.0000
4/8/2015	Anoka-Champlin Fire Board 4-8	0.8681
1/13/2015	Public Safety Talk 2-13	0.5000
3/23/2015	QCCC 3-19	0.1478
4/16/2015	QCCC 4-16	0.5592
3/10/2015	News and Views March	1.0000



Web Hits



Detail

Title	Event Date	Category	Length-d	Runs	Total-d
City Council 4-13	4/13/2015	City Council	0.7333	114	83.6000
News and Views - May **	4/30/2015	News & Views	1.0000	4	4.0000
Environmental Resources Commission 4-6	4/7/2015	ERC	0.4067	180	73.2000
City Council Meeting Champlin 3-23	3/24/2015	City Council	0.6283	119	74.7717
News and Views - April Champlin Segment	4/7/2015	News & Views	0.2578	104	26.8089
News and Views March - Champlin Segment	3/10/2015	News & Views	0.2714	55	14.9264
Park & Recreation Champlin 03-19	3/20/2015	Park & Rec	1.2806	47	60.1861
News and Views - April **	4/7/2015	News & Views	1.0000	45	45.0000
Planning Commission 4-20	4/20/2015	Planning	2.2144	45	99.6500
Anoka-Champlin Fire Board 4-8 **	4/8/2015	Informational	0.8681	11	9.5486
Park and Recreation Meeting 4-7	4/8/2015	Park & Rec	0.4100	171	70.1100
Public Safety Talk 2-13 **	1/13/2015	Public Safety	0.5000	41	20.5000
Public Safety Building Tour	1/14/2014	Public Safety	0.0564	11	0.6203
QCCC 3-19 **	3/23/2015	QCCC	0.1478	10	1.4778
QCCC 4-16 **	4/16/2015	QCCC	0.5592	13	7.2692
News and Views March **	3/10/2015	News & Views	1.0000	13	13.0000
News and Views May-Champlin r1 Segment	4/30/2015	News & Views	0.1678	9	1.5100
City Council Champlin 4-27	4/27/2015	City Council	0.9144	22	20.1178
Champlin Department Update	11/13/2014	Informational	0.4167	35	14.5833

**Shared With Multiple Cities

12.8328 1049 640.8800

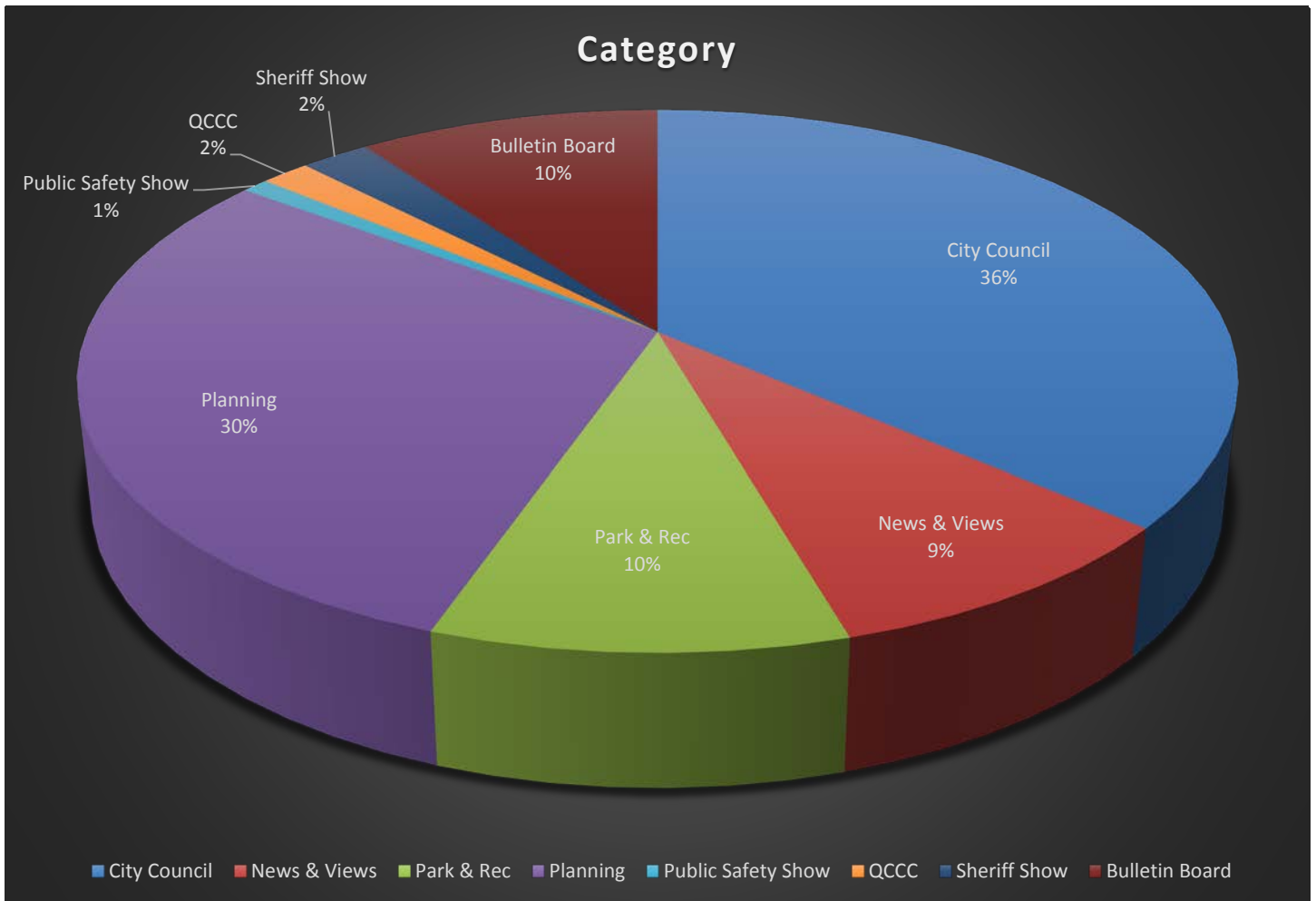
Total Programming Hours:	640.88
Total Bulletin Board Hours:	79.12
Total Runs:	1049
April Total Time:	720
Web Hits:	1014

Ramsey Channel & Web Statistics

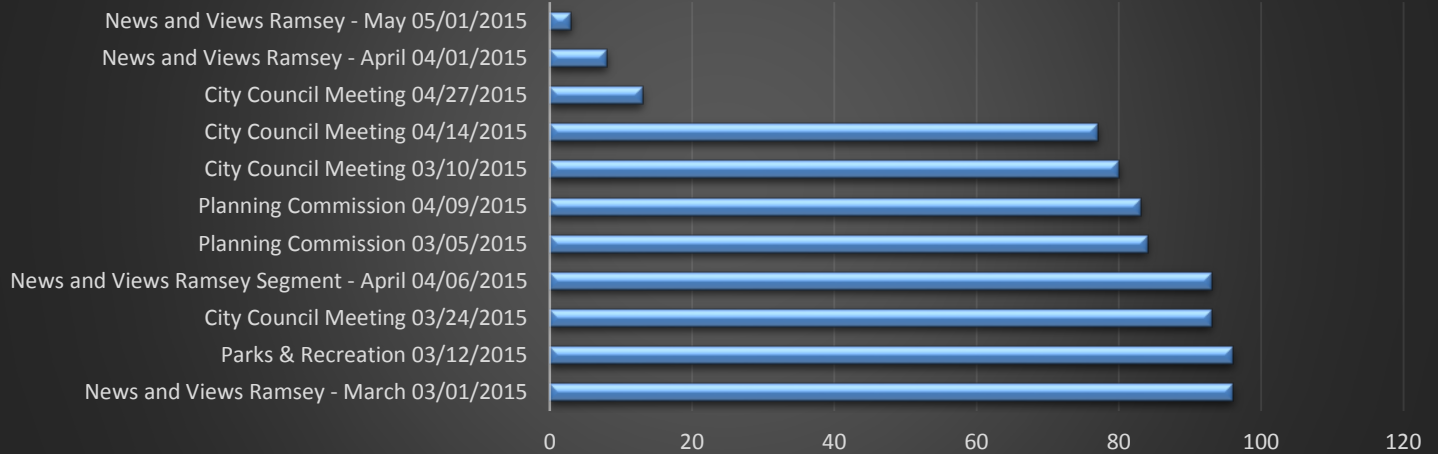
April 2015

Playback:	Shows:	Bulletin Board:	Web Hits:
Total Runs: 499	New Shows: 8	Total Hours: 17.07	Total Hits: 726
Total Time: 702.93	New Time: 9.96	Saturation: 2.4%	
Saturation: 97.6%	All Shows: 17	New Ramsey: 87	
	All Time: 16.99	New All Cities: 427	

Shared With Other Cities		
3/23/2015	QCCC 3-19	0.1478
4/30/2015	News and Views - May	1.0000
3/11/2015	News and Views - March	1.0000
3/24/2015	Public Safety Talk 2-13	0.5003
4/7/2015	News and Views - April	1.0000
3/11/2015	The Sheriff Show March - April	0.5000
4/16/2015	QCCC 4-16	0.5592



Web Hits



Detail

Title	Event Date	Category	Length-d	Runs	Total-d
QCCC 3-19 **	3/23/2015	QCCC	0.1478	9	1.3300
Distracted Driving Ramsey	3/11/2015	PSA	0.0239	1	0.0239
Planning Ramsey 3-5	3/9/2015	Planning	1.2944	5	6.4722
News and Views May-Ramsey Fixed Segment	4/30/2015	News & Views	0.3083	1	0.3083
News and Views - May **	4/30/2015	News & Views	1.0000	4	4.0000
City Council Ramsey 4-14	4/14/2015	City Council	1.6181	60	97.0833
News and Views - Ramsey Segment	3/11/2015	News & Views	0.3181	5	1.5903
News and Views - April Ramsey Segment	4/7/2015	News & Views	0.2247	63	14.1575
News and Views - March **	3/11/2015	News & Views	1.0000	11	11.0000
Public Safety Talk 2-13 **	3/24/2015	Public Safety	0.5003	40	20.0111
News and Views - April **	4/7/2015	News & Views	1.0000	44	44.0000
The Sheriff Show March - April **	3/11/2015	Sheriff Show	0.5000	45	22.5000
Park & Recreation Meeting Ramsey 3-12	3/13/2015	Park & Rec	0.4628	59	27.3039
Planning Commission 4-9	4/10/2015	Planning	3.4317	74	253.9433
City Council Meeting 3-24	3/25/2015	City Council	2.7783	65	180.5917
QCCC 4-16 **	4/16/2015	QCCC	0.5592	4	2.2367
City Council Ramsey 4-27	4/28/2015	City Council	1.8200	9	16.3800

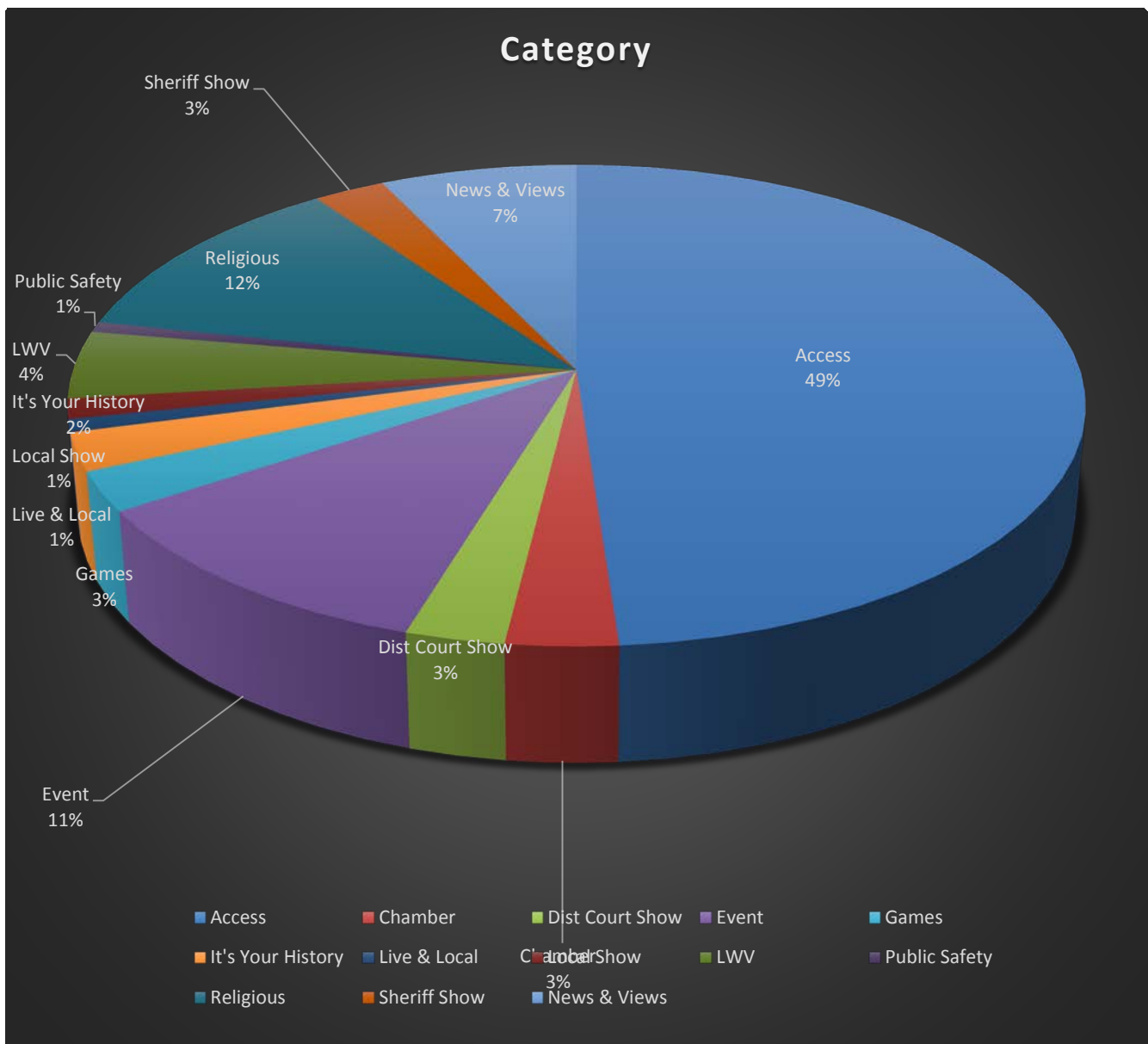
** Shared With Multiple Cities

16.9875 499 702.9322

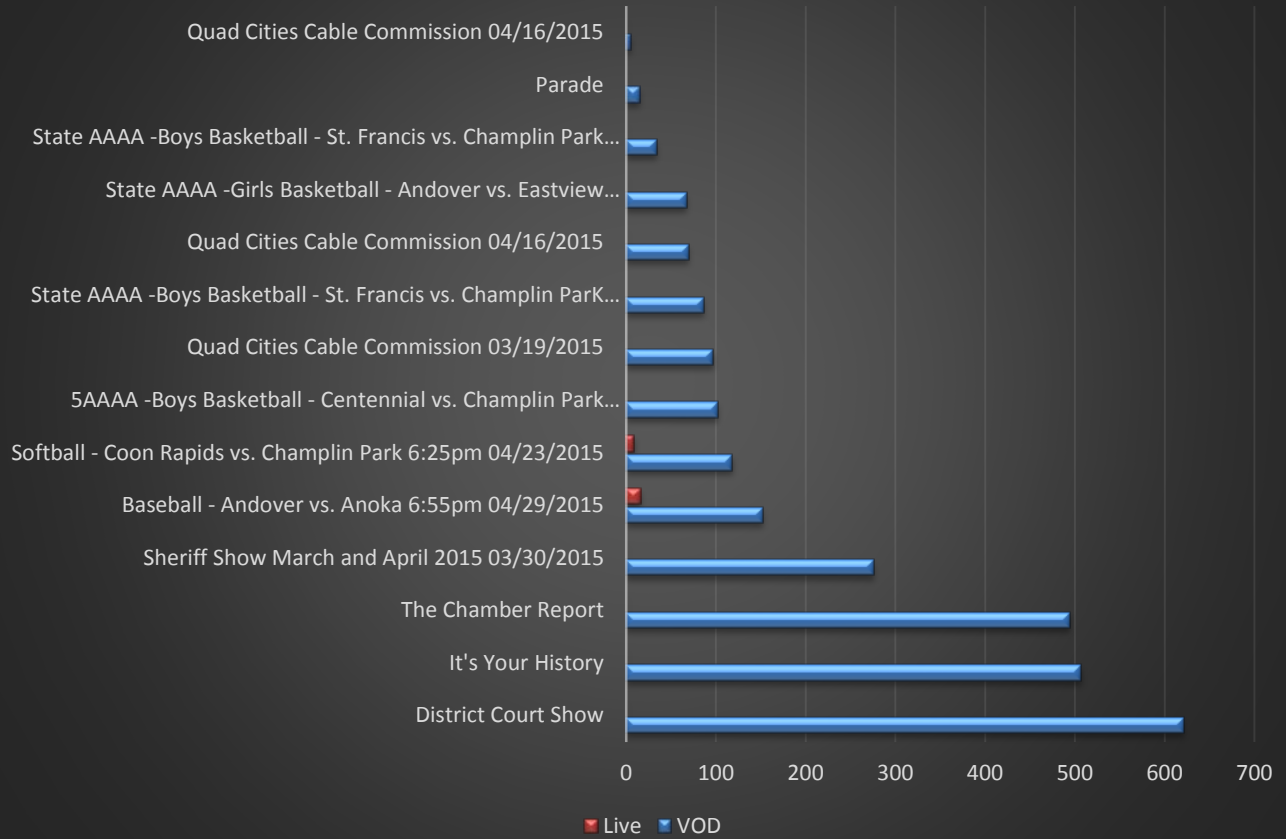
Total Programming Hours: 702.93
Total Bulletin Board Hours: 17.07
Total Runs: 499
April Total Time: 720
Web Hits: 726

Community Channel 15 April 2015

Playback:		Shows:		Bulletin Board:		Web Hits:	
Total Runs:	1029	New Shows	71	Total Hours	3.53	Total VOD Hits:	2644
Total Time:	716.47	New Time:	55.23	Saturation:	.5%	Total Live Hits:	25
Saturation:	99.5%	All Shows:	160	New Bulletins	46		
		All Time:	110.19	All Bulletins	427		



Web Hits



- **Detail available upon request**

April 2015 YouTube Statistics

Total Views: 1439
Minutes Watched: 8154

Detail

Video	Views	Minutes Watched	Avg Min Watched
Champlin Park Cluster Band Concert	435 (30%)	3,435 (42%)	7:53
The Local Show Show PILOT HD Leslie 4 6 2015	195 (14%)	962 (12%)	4:56
Turn off the Device PSA	169 (12%)	239 (2.9%)	1:24
News & Views April	75 (5.2%)	212 (2.6%)	2:49
Antique Appraisal with Mark F Moran	64 (4.4%)	1,200 (15%)	18:45
It's Your History - Anoka State Hospital	60 (4.2%)	434 (5.3%)	7:14
Anoka County Sheriff Show – March & April 2015	51 (3.5%)	243 (3.0%)	4:45
It's Your History - The 1st Minnesota Infantry of the Civil War	35 (2.4%)	317 (3.9%)	9:04
Rebel Classic Marching Bands 2014	21 (1.5%)	124 (1.5%)	5:54
Sex Trafficking PSA	20 (1.4%)	18 (0.2%)	0:54
Anoka County Reserve Graduation 2015	20 (1.4%)	57 (0.7%)	2:50
CarWash Water PSA	19 (1.3%)	24 (0.3%)	1:16
Whats new at the Q - April	18 (1.3%)	20 (0.2%)	1:06
Anoka County Sheriff's Award Ceremony 02-17-20 15	15 (1.0%)	91 (1.1%)	6:02
Live and Local Hometown Holiday	14 (1.0%)	41 (0.5%)	2:56
Sheriff Show Dec 2014/Jan 2015	13 (0.9%)	93 (1.1%)	7:09
Live and Local: Lets Get Fit!	12 (0.8%)	47 (0.6%)	3:54
Professional Karate Studios	10 (0.7%)	27 (0.3%)	2:42
NATOA Overall Excellence	10 (0.7%)	21 (0.3%)	2:04
Buzzer Beater: Centennial @ Andover, Girls Basketball – February 5th, 2015	10 (0.7%)	11 (0.1%)	1:08
Twin Cities Comcast subscribers, has your cable quit working?	7 (0.5%)	3 (0.0%)	0:28
News and Views March	7 (0.5%)	10 (0.1%)	1:27
Champlin Mayoral and Ward 1 & 2 Council Member Candidate Forum	7 (0.5%)	4 (0.0%)	0:33
Professional Karate Studios	7 (0.5%)	7 (0.1%)	0:56
Family Fit PSA	7 (0.5%)	6 (0.1%)	0:52
In the Game - Winter Episode	6 (0.4%)	58 (0.7%)	9:36
Sheriff Show Dec 2014	6 (0.4%)	82 (1.0%)	13:37
It's Your History December Civil War	6 (0.4%)	12 (0.1%)	1:59
The Chamber Report - April	5 (0.3%)	2 (0.0%)	0:28
Allison PSA	5 (0.3%)	5 (0.1%)	1:04

Live and Local: Back to School Special	5 (0.3%)	43 (0.5%)	8:31
1 1 What's New at the Q You Ask	5 (0.3%)	4 (0.0%)	0:48
QCTV PSA	5 (0.3%)	8 (0.1%)	1:36
News and Views October 2014	5 (0.3%)	1 (0.0%)	0:17
LWV MN - Restore the Vote: Making Our Community Whole	5 (0.3%)	12 (0.1%)	2:22
District Court Show	5 (0.3%)	1 (0.0%)	0:10
News and Views HD October 2014	5 (0.3%)	30 (0.4%)	5:59
12 04 2014 Chamber Report 12 14	4 (0.3%)	74 (0.9%)	18:35
Fresh and Local - Champlin Farmers Market	4 (0.3%)	36 (0.4%)	8:54
Anoka County 4-H Showcase	4 (0.3%)	11 (0.1%)	2:49
The Fix It Clinic	4 (0.3%)	13 (0.2%)	3:16
Overall Excellence Submission	4 (0.3%)	1 (0.0%)	0:16
Live and Local Back to School Special	4 (0.3%)	2 (0.0%)	0:32
Whats New at the Q	4 (0.3%)	5 (0.1%)	1:18
Live and Local Series Entry	4 (0.3%)	3 (0.0%)	0:41
Chamber Report January	3 (0.2%)	3 (0.0%)	1:08
Northern Lights Awards Video State Soccer Maple Grove at Anoka	3 (0.2%)	38 (0.5%)	12:41
NMMA Candidate Forum - District 35 A	3 (0.2%)	1 (0.0%)	0:10
Crash Simulation held at Anoka Hennepin Technical Collage	2 (0.1%)	3 (0.0%)	1:15
LWV School Counselor Legislation	2 (0.1%)	0 (0.0%)	0:08
Whats new at the Q March	2 (0.1%)	1 (0.0%)	0:23
Lyric Arts Wall Mural	2 (0.1%)	2 (0.0%)	0:47
LWV ABC Water Resources Water Supply and Environmental Integrity	2 (0.1%)	0 (0.0%)	0:13
It's Your History - Remembering Scott LaDoux	2 (0.1%)	1 (0.0%)	0:23
Tiger Scouts	2 (0.1%)	0 (0.0%)	0:06
Youth First - Mayor's Prayer Breakfast 2015	2 (0.1%)	9 (0.1%)	4:23
Crash Simulation held at Anoka Hennepin Technical Collage	2 (0.1%)	3 (0.0%)	1:15
09 23 2014 LWV 10th Judicial District Candidate Forum	1 (0.1%)	0 (0.0%)	0:07
Live and Local PSA's	1 (0.1%)	1 (0.0%)	0:52
The Chamber Report March	1 (0.1%)	1 (0.0%)	1:00
News and Views February	1 (0.1%)	0 (0.0%)	0:23
Its Your History October 2014	1 (0.1%)	0 (0.0%)	0:01
Happy Holidays from QCTV!	1 (0.1%)	0 (0.0%)	0:16
Get Off The Couch Zach PSA	1 (0.1%)	1 (0.0%)	1:04
Allina Groundbreaking Ceremony Champlin	1 (0.1%)	0 (0.0%)	0:01
News & Views	1 (0.1%)	3 (0.0%)	2:31
News and Views December HD	1 (0.1%)	4 (0.0%)	3:47
Farmers Market Vendor Showcase	1 (0.1%)	2 (0.0%)	2:23

The Serakos Story	1 (0.1%)	2 (0.0%)	2:16
Champlin Solar Energy Project	1 (0.1%)	4 (0.0%)	3:32
Library on the Go	1 (0.1%)	0 (0.0%)	0:12
09-22-2014 Anoka County Candidate Soil and Conservation Forum	1 (0.1%)	1 (0.0%)	0:36
Child Safety Awareness	1 (0.1%)	2 (0.0%)	1:31

QCCCC Agenda Item

5.1 Competitive Franchise Update

May 8, 2015

To: Commissioners

From: Karen George, Executive Director

Subject: Competitive Franchise Update

The Quad Cities Cable Communications Commission adopted an updated competitive franchising policy at the April 18 meeting. The competitive franchise policy guides the work of authorizing additional providers of cable television services on behalf of member cities. At that meeting, the commission authorized staff to issue the NOTICE OF INTENT TO CONSIDER ISSUANCE OF CABLE FRANCHISES.

Action taken:

- Notice of Intent published in newspapers of record Anoka Union Herald and Champin Dayton Press the weeks of May 11 and May 18.
- Applications in response to the Notice of Intent must be submitted by 4:00 p.m., Thursday, June 4, 2015.
- A public hearing before the Commission is scheduled for 11 a.m. on Thursday, June 18, 2015 at: Anoka City Hall, 2015 First Ave, Anoka, MN 55303. Applicants are requested to be present at the public hearing.
- The Commission will accept written comments until Thursday, June 25, 2015. E-file directly from the web page or mail comments to: QCTV, 12254 Ensign Ave N, Champlin, MN 55316.
- An informational page on the QCTV web site has been established and that web site link has been forwarded to member cities for promotion of the public hearing on the city web site.

Future action will include reviewing the application(s), review public hearing input, and make recommendations for action to member cities. The member cities remain responsible for issuance of franchises.

Action: None.

QUAD CITIES CABLE COMMUNICATIONS COMMISSION

NOTICE OF INTENT TO CONSIDER ISSUANCE OF CABLE FRANCHISES

Notice is hereby given on behalf of the member cities in the Quad Cities Cable Communications Commission (“Commission”) of their intent to consider issuance of franchises authorizing operation of a system to provide cable service in such member cities: Andover, Anoka, Champlin and Ramsey. This notice is given in accordance with Minnesota law.

Any person seeking to provide cable service must submit an application. The application requirements are set forth in the Commission’s “Policies and Procedures Governing Application, Review, and Recommendations Regarding Grant of Competitive Cable Franchises.” Copies of the Policies and Procedures are available at the Commission’s offices.

1. Applications in response to this Notice must be submitted to the Commission by **4:00 p.m., Thursday, June 4, 2015.**
2. Applications must be in writing, notarized, and consistent with the application requirements. Applicants must submit to the Commission an original and four copies of the application. Deliver to: 12254 Ensign Ave N, Champlin, MN 55316. An additional copy of the application must be mailed or delivered to Robert J.V. Vose, Esq., Kennedy & Graven, 470 US Bank Plaza, 200 South Sixth Street, Minneapolis, MN 55402.
3. Each application shall be submitted along with an application fee of \$25,000.00 in the form of a certified check made payable to the Commission. Applicants will be required to reimburse any expenses not covered by the application fee.
4. Applicants are requested to be present at a public hearing before the Commission beginning at **11 a.m. on Thursday, June 18, 2015 at: Anoka City Hall, 2015 First Ave, Anoka, MN 55303.** The Commission will accept written comments until Thursday, June 25, 2015. Mail comments to: QCTV, 12254 Ensign Ave N, Champlin, MN 55316. Email comments to ContactUs@qctv.org.
5. The minimum system design and services to be offered are reflected in the Commission’s Policies and Procedures.
6. Upon review of the application(s) and completion of the public hearing, the Commission will make a recommendation to its member cities regarding award of franchises. Such recommendation shall be based on applicable law and the record including the application, information provided by the applicant, and other relevant information received by the Commission including the results of any negotiations with applicant(s) and any information submitted by the incumbent cable company.
7. In no event will submission of a conforming application entitle any applicant to grant of a franchise. The Commission and its member cities expressly reserve the right to reject both conforming and non-conforming applications.

8. Any successful applicant(s) will be required to accept the franchise granted within thirty (30) days after adoption.
9. Any questions concerning applications should be directed to Robert J.V. Vose, Esq., Kennedy & Graven, 470 US Bank Plaza, 200 South Sixth Street, Minneapolis, MN 55402; telephone (612)337-9275; e-mail: rvose@kennedy-graven.com

Date: May 8, 2015.

Published in: _____ on _____, 2015 and _____, 2015.

An Affidavit of Publication is required for each publication.



Name: Click here to enter text.

Address: Click here to enter text.

City: Click here to enter text. State: Click here to enter text. Zip: Click here to enter text.

Contact Phone Number: Click here to enter text.

Contact Email: Click here to enter text.

(QCTV will contact you if we need clarification in regards to your comments for the public record)

Are you a Current Cable Subscriber?

Yes (If Yes, See Below)

No

If yes, which provider: Choose an item.

Comments/Input Click here to enter text.

The cities of Andover, Anoka, Champlin, and Ramsey are seeking input to competitive cable franchising.
Please attend the public hearing on June 18, 2015 or submit your comments below.

Comments will be received via email at: ContactUs@gctv.org, or via mail:

QCTV- Competitive Franchise Public Comment

12254 Ensign Ave N

Champlin, MN 55316