

Quad Cities Cable Communications Commission
Anoka City Hall – Council Chambers

May 18, 2017, 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 the April 20, 2017, commission work session minutes.
 - 4.1.2. Approval of the April 20, 2017, commission minutes.
 - 4.2. Treasurer
 - 4.2.1. March Financial Reports
 - 4.3. Executive Director
- 5. General Business**
 - 5.1. 2016 Audit Presentation
 - 5.2. City Council Chambers HD Upgrade – Camera Purchase Request
- 6. Adjourn**

MINUTES OF THE WORK SESSION OF APRIL 20, 2017

CALL TO ORDER – 1

Chair Heitkamp called the meeting to order at 9:38 a.m. at the Anoka City Hall.

ROLL CALL– 2

Commissioners present were: Greg Lee, Anoka; John LeTourneau, Ramsey; Kurt Ulrich, Ramsey; Jim Dickinson, Andover; Jim Goodrich, Andover; Jessica Tesdall, Champlin; and Bret Heitkamp, Champlin.

Commissioners absent: Carl Anderson, Anoka.

Others present included Karen George, Executive Director; John Summer, Technology Manager; and Katherine Lenaburg, Operations Manager.

APPROVAL OF AGENDA – 3

Ms. George requested to add two items to the agenda, if time allows, to provide additional background information prior to the regular meeting this morning. She requested to add discussion for the Proposed AED Purchase and a Legislative Right-of-way Update.

Motion was made by Ulrich and seconded by Dickinson to approve the agenda as amended.

7 ayes – 0 nays. Motion carried.

ANNUAL PROGRAMMING REPORT – 4

Ms. George provided background information on the typical review for programming. She thanked Ms. Lenaburg for her great work this past year and Mr. Summer for his work since joining the organization.

Ms. Lenaburg reviewed the programming statistics for 2016 for all member cities including both shared and unique programming.

Ms. George provided further detail on how the content is displayed in the programming report and which meetings are unique as compared to shared.

Ms. Lenaburg reviewed the QCTV programming for Channel 15, such as sports, election coverage, and other programming produced by QCTV. She noted that mobile productions continue to be a success such as sports, graduations, and parades. She provided a summary of the New and Views programming and some of the other programming that staff works to develop including election forums and assisting non-profits in developing PSAs for their organizations. She noted that QCTV will hold another non-profit day in 2017 to assist in developing PSAs. She stated that staff also responds to special requests for programming from the member cities. She stated that YouTube is used to promote programming and drive viewers to the QCTV website now, rather than displaying content on the YouTube site.

Commissioner LeTourneau asked how the programming lineup compares to the Strategic Plan.

Ms. George noted that the programming ties directly to the Strategic Plan desire to meet the City needs. She referenced the number of unique programs (City meeting coverage) compared to the overall programming developed by QCTV. She stated that staff is doing a great job of adhering to the Strategic Plan.

Commissioner LeTourneau stated that QCTV seems to constantly be changing to meet the needs of the viewer and commended staff for their efforts.

Ms. Lenaburg reviewed the submitted programming statistics for 2016.

Ms. George provided additional details on the religious programming that is played on Sunday mornings. She provided additional information on the school district channel and noted that staff has transitioned into the school district providing their own programming and staffing for that channel and therefore QCTV simply displays the content for their channel. She distributed the programming guidelines. She stated that 2016 was an election cycle for the local cities and therefore there was a lot of commitment towards election programming.

Ms. Lenaburg reviewed the 2016 election coverage noting that QCTV simply provides the coverage while other organizations (League of Women Voters and North Metro Mayors Association) moderate the forums. She reviewed the web statistics from 2016 as well as the archived video views for the year. She stated that social media has been incorporated to increase visibility and recognition of the programming. She reviewed the elements which assist in providing quality programming including the ability to make changes and improvements, staff

training and development, as well as collaboration and networking. She reviewed some of the awards that organization won during 2016.

The Commission thanked staff for their continued excellent work.

Commissioner Ulrich stated that he would like to see QCTV advertised more as QCTV is barely mentioned on the resident surveys as a source of information for residents. He noted that people may be watching QCTV content without realizing as they may think the cities develop their own meeting coverage. He stated that perhaps city staff members can work together to better publicize the available programs. He stated that he would like to strengthen the relationships between the communications staff members for the member cities. He noted that boundaries do cross, as most Ramsey high school students go to Anoka and are involved in Anoka sports.

Ms. George referenced a private server that QCTV established two years ago for member city staff members to access content and deploy content on the member city social media accounts. She stated that marketing QCTV is in the Strategic Plan and noted that the item will be a focus in 2017. She stated that perhaps QCTV could coordinate a training with member city staff members where sharing of information could occur.

Commissioner Tesdall asked if there is a TV guide that could be accessed.

Ms. George noted that the programming guide is on the QCTV website and on the program guide for cable television.

Commissioner Tesdall asked if other cities allow residents to comment on Facebook posts.

Commissioner Dickinson stated that Andover accepts comments but noted that it can become extremely time consuming because of the review that is necessary. He noted that the comments are unfiltered and it can create complications.

Commissioner Lee stated that the Anoka public relations staff member is phenomenal and could meet with other city staff members to help share how she is capitalizing on social media outreach. He agreed that you have to roll with comments and take the bad with the good.

Commissioner LeTourneau stated that he is very excited with how QCTV is reaching the community and how that has changed under the leadership of Ms. George. He stated that perhaps the QCTV staff could attend the member city meeting with communications staff to help facilitate. He noted that there could be an extended benefit of QCTV becoming a content leader for the community. He stated that he would also want to ensure that the resources invested in at

QCTV are being used the best of their ability within the communities in order to help foster this growth and maturity.

Ms. George stated that QCTV will take the lead on the meeting with communications staff. She noted that it could be combined with the annual city clerks meeting. She anticipated that the meeting would occur next fall.

Chair Heitkamp stated that he would love to share the information with the City Council and city staff and would like to have more of a written component that would making sharing the information easier. He noted that perhaps if there was an annual report that provided more details, that would be helpful in sharing the information.

Ms. George distributed additional handouts for the Commission to review regarding election coverage, new series for member cities, and programming guidelines input.

Commissioner Ulrich stated that he would be interested in who the customer is that is viewing/interested in purchasing the content.

Ms. George noted that currently they charge for DVD copies of content and this discussion is simply thinking about the future when the content is delivered digitally.

Commissioner LeTourneau stated that he would be interested in the storage and the time needed to process requests. He stated that it would be helpful to know the current demand and future projects, which would help determine the expenses they are attempting to recover and the length of time data is stored for.

Commissioner Goodrich asked and received confirmation that there is a demand for this activity.

Ms. George reviewed some of the content that is purchased on DVD currently. She stated that the organization has been digitizing the content for the past three years. She estimated that five to seven years of data would be available on the website.

Chair Heitkamp asked if that adds value to the organization when you consider the staff time needed.

Ms. George noted that because it is an emerging technology, there is not a scope of what people are willing to pay for local program viewing. She stated that screen time is increasing not decreasing but there are multiple platforms being used with the new technology. She stated that her job is to look to the future to stay current as technology continues to change.

Commissioner Tesdall stated that when content is digital, you are able to view the media on multiple platforms and edit as desired. She believed that if a low cost, such as \$1.99, were used that could encourage more people to access and purchase the content.

Ms. George noted that some advertisements were embedded into programming and noted that the program fell through because she could not find someone to sell the product. She noted that it was an interesting experiment and there simply is not sufficient staffing, and therefore, the advertising program has been sunset.

ADJOURN – 5

Time of adjournment 10:59 a.m.

Respectfully submitted,

Reviewed for approval,

Amanda Staple
Recording Secretary
TimeSaver Off Site Secretarial, Inc.

Karen George
Executive Director

MINUTES OF THE REGULAR MEETING OF APRIL 20, 2017

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: Greg Lee, Anoka; John LeTourneau, Ramsey; Kurt Ulrich, Ramsey; Jim Dickinson, Andover; Jim Goodrich, Andover; Jessica Tesdall, Champlin; and Bret Heitkamp, Champlin.

Commissioners absent and excused: Carl Anderson, Anoka.

Others present included Karen George, Executive Director; and other QCTV staff

APPROVAL OF AGENDA – 3

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

7 ayes – 0 nays. Motion carried.

ADMINISTRATIVE REPORTS – 4

4.1 Secretary

4.1.1. Approval of meeting minutes from January 19, 2017

Motion was made by Dickinson and seconded by Ulrich to approve the January 19, 2017 minutes as presented.

7 ayes – 0 nays. Motion carried.

4.2 Treasurer

4.2.1. December, January, and February Financial Reports

Commissioner Dickinson stated that the organization had a good end to the financial year. He stated that the budget comparison was provided and also ended well. He noted that there will be some changes to the budget reports in the future as changes are made to certain items such as payroll. He stated that investments will be added as well on future budget reports.

Motion was made by Ulrich and seconded by Lee to accept the December, January, and February Financial Reports.

7 ayes – 0 nays. Motion carried

4.3 Executive Director

Ms. George welcomed the new members of the Commission that have joined and noted that a thank you was provided to outgoing members Andover Mayor Julie Trude and Champlin Councilmember Eric Johnson in front of their respective City Councils. She noted that the June Commission meeting has been canceled as it interferes with a conference. She reviewed some of the recent awards that QCTV received.

Chair Heitkamp stated that at the worksession before today's meeting the Commission received the annual programming report and commended staff for the thorough presentation.

Ms. George provided an update on legislative and FCC action that directly and indirectly impact the industry, including right-of-way access. She noted that the FCC is currently holding a hearing on this issue and noted that the Commission packet contains additional information on the topic.

Chair Heitkamp stated that he has been to the capitol twice on the issue of right-of-way access. He noted that they are not opposing the opportunity to access the right-of-way, but would like local control to monitor the access of the right-of-way itself.

Motion was made by Tesdall seconded by Ulrich to accept the Executive Director's report.

7 ayes – 0 nays. Motion carried.

GENERAL BUSINESS – 5

5.1 AED Purchase and Training

Ms. George stated that QCTV would like to purchase AED equipment. She noted that both Ramsey and Andover are heart safe communities and QCTV would like to be more proactive. She asked for the authorization to purchase the equipment, noting that one unit would be installed in the building while the other would be in the mobile van. She stated that staff submitted a grant submittal request to Allina which could result in a grant of \$800. She noted that if the grant was successful they would take advantage of those funds.

Commissioner LeTourneau asked if complete training of the equipment would be included with the purchase of the equipment.

Ms. George confirmed that at a minimum all 10 full-time employees would be trained in addition to a few part-time employees.

Motion was made by LeTourneau and seconded by Goodrich to approve CIP expenditure of \$4,500 (+/- 5%) for purchasing two LifePak CR Plus fully-auto AED for QCTV building and mobile production truck.

7 ayes – 0 nays. Motion carried.

5.2 City Council Chambers HD Upgrade Report

Ms. George stated that staff wanted to provide an update on the high definition upgrades for each City Hall. She reviewed the equipment that has been updated and the equipment that would still need to be updated in order to provide fully high definition coverage. She stated that the equipment will be included in the 2017 CIP. She stated that they will also poll staff from the member cities to determine if there are any other needs specific to each City Hall.

ADJOURN – 6

Motion was made by LeTourneau and seconded by Ulrich to adjourn the meeting.

7 ayes – 0 nays. Motion carried.

Time of adjournment 11:21 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, 2017

	<u>Total</u>
ASSETS	
Current Assets	
Bank Accounts - QCTV	899,716.41
- PayPay acct	404.88
- US Bank Reserve	5,000.00
- Petty Cash	250.00
- Investments	1,241,233.77
Accounts Receivable	0.00
Other current assets	0.00
Total Current Assets	<u>\$ 2,146,605.06</u>
Fixed Assets	<u>0.00</u>
TOTAL ASSETS	<u><u>\$ 2,146,605.06</u></u>
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	6,771.90
Other Current Liabilities	915.01
Total Current Liabilities	<u>\$ 7,686.91</u>
Equity	<u>2,138,918.15</u>
TOTAL LIABILITIES AND EQUITY	<u><u>\$ 2,146,605.06</u></u>

Quad Cities Communications Commission
Budget vs. Actuals: Budget 2017 - FY17 P&L
 January - December 2017

	Mar 2017				YTD			
	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget
Income								
Duplication Revenue	\$ 229.15	\$ 125.00	\$ 104.15	183.32%	\$ 535.49	\$ 1,500.00	\$ (964.51)	35.70%
Equipment Grant		4,748.00	(4,748.00)	0.00%	56,428.75	56,980.00	(551.25)	99.03%
Franchise Fees		72,854.00	(72,854.00)	0.00%	-	874,248.00	(874,248.00)	0.00%
Interest Income	667.61	8.00	659.61	8345.13%	1,762.91	100.00	1,662.91	1762.91%
PEG Fee		36,427.00	(36,427.00)	0.00%	-	437,125.00	(437,125.00)	0.00%
Total Income	896.76	114,162.00	(113,265.24)	0.79%	58,727.15	1,369,953.00	(1,311,225.85)	4.29%
Expenses								
A-PERA Expense	4,357.70	3,443.00	914.70	126.57%	10,038.26	41,320.00	(31,281.74)	24.29%
A-SS/Medicare Expense	4,674.99	3,952.00	722.99	118.29%	9,447.30	47,432.00	(37,984.70)	19.92%
A-Wages - Full-time	54,724.68	41,075.00	13,649.68	133.23%	108,702.89	492,900.00	(384,197.11)	22.05%
A-Wages - Part-time	7,633.81	9,993.00	(2,359.19)	76.39%	16,778.55	119,922.00	(103,143.45)	13.99%
Accounting / HR Services	1,750.76	1,275.00	475.76	137.31%	3,493.69	15,300.00	(11,806.31)	22.83%
Ads/Promos/Sponsorships	442.05	916.00	(473.95)	48.26%	1,567.25	11,000.00	(9,432.75)	14.25%
Andover Capital Equipment	157.03	416.00	(258.97)	37.75%	157.03	5,000.00	(4,842.97)	3.14%
Announcers Fees	1,526.77	1,250.00	276.77	122.14%	3,086.77	15,000.00	(11,913.23)	20.58%
Anoka Capital Equipment	111.99	416.00	(304.01)	26.92%	588.22	5,000.00	(4,411.78)	11.76%
Audit		1,166.00	(1,166.00)	0.00%	-	14,000.00	(14,000.00)	0.00%
AV Equip / Repair / Supply / Software	1,885.00		1,885.00		1,885.00	-	1,885.00	
Bank Fees / CC Fees		41.00	(41.00)	0.00%	-	500.00	(500.00)	0.00%
Brand Apparel		208.00	(208.00)	0.00%	-	2,500.00	(2,500.00)	0.00%
Building - Cleaning	500.00	583.00	(83.00)	85.76%	1,535.63	7,000.00	(5,464.37)	21.94%
Building - Insurance		208.00	(208.00)	0.00%	1,488.00	2,500.00	(1,012.00)	59.52%
Building - Maintenance	2,565.06	833.00	1,732.06	307.93%	4,262.96	10,000.00	(5,737.04)	42.63%
Building - Supplies		208.00	(208.00)	0.00%	103.68	2,500.00	(2,396.32)	4.15%
Car Allowance	250.00	250.00	-	100.00%	750.00	3,000.00	(2,250.00)	25.00%
Cell Phone - Allowance		578.00	(578.00)	0.00%	1,250.00	6,940.00	(5,690.00)	18.01%
Champlin Capital Equipment	84.90	416.00	(331.10)	20.41%	339.60	5,000.00	(4,660.40)	6.79%
City Sewer & Water	198.82	216.00	(17.18)	92.05%	206.52	2,600.00	(2,393.48)	7.94%
Commission Expense	25.00	600.00	(575.00)	4.17%	145.63	7,200.00	(7,054.37)	2.02%

Quad Cities Communications Commission
Budget vs. Actuals: Budget 2017 - FY17 P&L
 January - December 2017

Mar 2017

YTD

	Mar 2017				YTD			
	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget
Consulting Services		6,250.00	(6,250.00)	0.00%	1,840.00	75,000.00	(73,160.00)	2.45%
Contingency Fund		2,551.00	(2,551.00)	0.00%	-	30,622.00	(30,622.00)	0.00%
Duplication Expenses		83.00	(83.00)	0.00%	-	1,000.00	(1,000.00)	0.00%
Electric Service	2,133.77	1,596.00	537.77	133.69%	3,314.58	19,152.00	(15,837.42)	17.31%
Emp / Comm Appreciation		208.00	(208.00)	0.00%	-	2,500.00	(2,500.00)	0.00%
Equip/Repair/Supply/Software	1,338.26	3,817.00	(2,478.74)	35.06%	5,284.02	45,812.00	(40,527.98)	11.53%
Federal Unempl Expense		70.00	(70.00)	0.00%	341.86	850.00	(508.14)	40.22%
Health Insurance	5,578.40	6,221.00	(642.60)	89.67%	16,735.20	74,652.00	(57,916.80)	22.42%
Insurance - Deductibles		41.00	(41.00)	0.00%	-	500.00	(500.00)	0.00%
Insurance - Liability / Bonds		541.00	(541.00)	0.00%	3,727.00	6,500.00	(2,773.00)	57.34%
Lawn Service		458.00	(458.00)	0.00%	-	5,500.00	(5,500.00)	0.00%
Legal Fees		1,250.00	(1,250.00)	0.00%	275.00	15,000.00	(14,725.00)	1.83%
Licenses and Permits		83.00	(83.00)	0.00%	-	1,000.00	(1,000.00)	0.00%
Meals		83.00	(83.00)	0.00%	-	1,000.00	(1,000.00)	0.00%
Memberships - NATOA / Others		666.00	(666.00)	0.00%	4,855.00	8,000.00	(3,145.00)	60.69%
Mileage	892.79	600.00	292.79	148.80%	1,623.72	7,200.00	(5,576.28)	22.55%
Miscellaneous Expenses		83.00	(83.00)	0.00%	-	1,000.00	(1,000.00)	0.00%
Natural Gas	1,439.68	333.00	1,106.68	432.34%	2,302.50	4,000.00	(1,697.50)	57.56%
Office Supplies / Equipment	113.19	500.00	(386.81)	22.64%	469.76	6,000.00	(5,530.24)	7.83%
Parking Lot Maintenance		266.00	(266.00)	0.00%	-	3,200.00	(3,200.00)	0.00%
Payroll Expenses			-		176.25	-	176.25	
Payroll Expenses (ADP/HSA)	229.25	491.00	(261.75)	46.69%	612.15	5,900.00	(5,287.85)	10.38%
Postage	84.02	83.00	1.02	101.23%	150.71	1,000.00	(849.29)	15.07%
Printing / Copy Services		83.00	(83.00)	0.00%	-	1,000.00	(1,000.00)	0.00%
Professional Development	205.00	1,500.00	(1,295.00)	13.67%	245.00	18,000.00	(17,755.00)	1.36%
Publications		41.00	(41.00)	0.00%	-	500.00	(500.00)	0.00%
Ramsey Capital Equipment	22.91	416.00	(393.09)	5.51%	409.03	5,000.00	(4,590.97)	8.18%
Repairs			-		23.18	-	23.18	
Sales Tax		41.00	(41.00)	0.00%	125.00	500.00	(375.00)	25.00%
Secretary Services		249.00	(249.00)	0.00%	139.00	2,992.00	(2,853.00)	4.65%
Snow Plowing Service	238.75	375.00	(136.25)	63.67%	1,483.75	4,500.00	(3,016.25)	32.97%

Quad Cities Communications Commission
Budget vs. Actuals: Budget 2017 - FY17 P&L
 January - December 2017

	Mar 2017				YTD			
	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget
State Unemploy Exp		208.00	(208.00)	0.00%	-	2,500.00	(2,500.00)	0.00%
STD / LTD / Life Insurance	544.38	666.00	(121.62)	81.74%	1,658.04	8,000.00	(6,341.96)	20.73%
Studio Sets	587.50	833.00	(245.50)	70.53%	1,175.00	10,000.00	(8,825.00)	11.75%
Subscription Services	49.00	1,666.00	(1,617.00)	2.94%	9,941.60	20,000.00	(10,058.40)	49.71%
Temp Staff Services		208.00	(208.00)	0.00%	-	2,500.00	(2,500.00)	0.00%
Vehicle - Equipment / Repair	3,196.89	1,041.00	2,155.89	307.10%	3,749.75	12,500.00	(8,750.25)	30.00%
Vehicle - Insurance		333.00	(333.00)	0.00%	2,536.00	4,000.00	(1,464.00)	63.40%
Vehicle - Maintenance / Gas	628.07	500.00	128.07	125.61%	891.43	6,000.00	(5,108.57)	14.86%
Waste Removal	91.12	100.00	(8.88)	91.12%	273.36	1,200.00	(926.64)	22.78%
Web / VOD / Int / CaTV / Phone	1,223.51	1,833.00	(609.49)	66.75%	3,922.98	22,000.00	(18,077.02)	17.83%
Work Comp Insurance		191.00	(191.00)	0.00%	-	2,300.00	(2,300.00)	0.00%
Total Expenses	99,485.05	104,601.00	(5,115.95)	95.11%	234,107.85	1,255,494.00	(1,021,386.15)	18.65%
Net Income	\$ (98,588.29)	\$ 9,561.00	\$ (108,149.29)	-1031.15%	\$ (175,380.70)	\$ 114,459.00	\$ (289,839.70)	-153.23%
ZCIP - Andover					\$ 20,000.00			
ZCIP - Anoka					20,000.00			
ZCIP - Champlin					20,000.00			
ZCIP - Network Servers	\$ 5,173.72				6,030.47			
ZCIP - Ramsey					20,000.00			
	<u>\$ 5,173.72</u>				<u>\$ 86,030.47</u>			

QCTV Bank Reconciliation
March 2017

Beginning Balance - 4M Statement	1,037,185.86
Less: Cleared Checks/Withdrawals	(129,307.52)
Plus: 4M Fund Interest	249.83
Plus: Bank Deposits/Credits	75.00
Bank Balance	\$908,203.17
Book Balance	908,203.17
Adjusted Book Balance	908,203.17
Difference:	\$0.00

Completed by: MK

Quad Cities Communications Commission

BILL PAYMENT LIST

March 2017

DATE	NUM	VENDOR	AMOUNT
Quad Cities Commission			
03/03/2017	W/D	Minnesota State Retirement System	-570.00
03/03/2017	W/D	PERA	-2,815.76
03/10/2017	11658	ACE Solid Waste, Inc.	-91.12
03/10/2017	11659	Alpha Video & Audio Inc.	-580.00
03/10/2017	11660	BizzyWeb, LLC	-149.50
03/10/2017	11661	CenterPoint Energy	-537.00
03/10/2017	11662	City of Andover	-1,655.21
03/10/2017	11663	Comcast 2	-428.65
03/10/2017	11664	Comcast Cable	-550.36
03/10/2017	11665	Gerald S. Thomson	-180.00
03/10/2017	11666	Greenery Enterprises, Inc.	-95.00
03/10/2017	11667	Holiday Station	-160.23
03/10/2017	11668	James R. Erickson	-180.00
03/10/2017	11669	Joe G. Ruhland	-300.00
03/10/2017	11670	LiveU Inc.	-500.00
03/10/2017	11671	Monarch Pest Control	-75.00
03/10/2017	11672	Pete C. Andersen	-480.00
03/10/2017	11673	Pierce	-2,350.24
03/10/2017	11674	Ross Johnson	-60.00
03/10/2017	11675	Vividly Clean Inc.	-500.00
03/10/2017	11676	Xcel Energy	-955.99
03/15/2017	11677	CDW Direct	-2,758.72
03/15/2017	11678	City of Champlin	-101.63
03/15/2017	11679	HealthEquity Inc.	-7.90
03/15/2017	11680	League of Minnesota Cities	-20.00
03/15/2017	11681	Maza Technologies, LLC	-2,415.00
03/15/2017	11682	Office Depot	-76.99
03/15/2017	11683	Peters Billiards	-587.50
03/15/2017	11684	Summit Information Resources	-3,137.61
03/15/2017	11685	U.S. Bank Corporate	-1,301.06
03/17/2017	W/D	Minnesota State Retirement System	-570.00
03/17/2017	W/D	PERA	-2,660.83
03/23/2017	11686	Greenery Enterprises, Inc.	-143.75
03/23/2017	11687	Huebsch	-31.08
03/23/2017	11688	Kevin Reid	-60.00
03/23/2017	11689	Preferred One Insurance Co.	-5,903.42
03/23/2017	11690	The Lincoln National Life Ins. Co.	-544.38
03/23/2017	11691	Vividly Clean Inc.	-500.00
03/30/2017	11692	Alpha Video & Audio Inc.	-1,630.00
03/30/2017	11693	Comcast Cable	-202.85
03/30/2017	11694	David Steinbring	-66.00
03/30/2017	11695	DVS Renewal	-400.00
03/30/2017	11696	G & B Environmental, Inc.	-108.74

DATE	NUM	VENDOR	AMOUNT
03/30/2017	11697	Holiday Station	-108.68
03/30/2017	11698	James R. Erickson	-60.00
03/30/2017	11699	Joe G. Ruhland	-380.77
03/30/2017	11700	Verizon Wireless	-54.95
03/31/2017	W/D	Minnesota State Retirement System	-570.00
03/31/2017	W/D	PERA	-2,657.80
03/31/2017	11701	Verus Corporation	-1,885.00
Total for Quad Cities Commission			\$ -42,158.72

QCCCC Agenda Item

4.3 Executive Director's Report

May 9, 2017

To: Commissioners
From: Karen George, Executive Director
Subject: Executive Director's Report (April)

June Commission meeting cancelled

The regular monthly commission meeting schedule for June 15 has been cancelled due to the League of Minnesota Cities annual conference.

City Council HD Upgrade Project

The HD upgrade to city council chambers is on track. The camera purchase capital request is on the May agenda. City staff are responding to the online survey of desired equipment upgrades, and the RFP for consulting services in development.

CenturyLink Update

CenturyLink is marketing the PRISM TV service and the commission received the first quarter fee payment. Staff has scheduled a quarterly meeting with company representatives to check-in on various topics including marketing, certification of plant, confidence feeds, and channel designations. The meeting is set for May 16.

LMCIT Workshop

I attended the League of Minnesota Cities Insurance Trust Risk Assessment seminar. Worthwhile information on a variety of insurance topics including human resources, FLSA, contracts, mechanical breakdown insurance, Right-of-Way issues, and respectful workplace topics.

Presentation of Telly Awards Received

The Telly Awards is the premier award honoring the best in TV and Cable, Digital and Streaming, and Non-Broadcast Productions. QCTV earned three honors:

- General Entertainment – Grid Package – Como Zoo
- Live Event – Rosemount vs Champlin Park Football
- Sports – Rosemount vs Champlin Park Football

District Court Show Airs 101th Episode!

Judge Stephen M. Halsey pens letter of gratitude. Please see attached letter.

City Matters – 3 shows completed

The new City Matter shows are in production. The City of Anoka completed two shows and the City of Ramsey completed one show. The cities of Champlin and Andover have show ideas under consideration. Please visit the QCTV web site to see Ramsey Matters: http://qctv.org/city_meeting/ramsey-matters-2017-parks-and-recreation/

2016 Audit

Redpath & Company completed the 2016 Audit. It has been reviewed by the budget committee. The audit has been filed with the State Auditor Office. Redpath representatives will present the audit to the commission on May providing materials and responding to requests for information. Audit on-site work was completed April 6. A budget committee meeting will be scheduled to review the audit prior to commission action.

Annual Programming Presentation

Staff presented the annual programming review at the April work session.

Comcast Fee Increases

See attached rate increase notice.

Champlin 169 Construction

Please note that there is a major road construction project planned for the Highway 169 corridor through Champlin. This will affect travel time to attend shoots at the QCTV Studios.

Legislative Update

As of the first week in May, meetings have been taking place regarding local ROW management and small cell DAS legislation. League of Minnesota Cities and industry representatives are both attending those meetings. Reports are little progress is being made on key points. The session is quickly drawing to a close and legislative analyst monitor daily for insertion into omnibus bill.

Customer Comments

Anoka-Hennepin School District Channel

So helpful. Thank you, Karen for this information, your insight, and your advice. We appreciate all you and the QCTV staff do for Anoka-Hennepin schools and students! Thank you!

Cindy Harris, Media Services, Anoka-Hennepin Schools

Walk a Mile in her Shoes

This looks wonderful! We are very happy with how this turned out. You are all very talented over there at QCTV. This is so great!

Best regards

Kellie L. Schmidt, Community Volunteer & Event Coordinator

Books and Beyond

Hi Leslie,

I thought your typing of the show was professionally done. I was impressed with the quality of the online show and the way you introduced the authors by showing their book in their introduction. And yes, if there is an opportunity for another interview I would be willing to come in again. Thank you for having me on Books and Beyond,
Phyllis Moore

Champlin News and View

Thanks Katherine. It looks great! Thank you for helping us get our news out to the community.

John Cox, City of Champlin

The Local Show - Bikes4Kids

Leslie, I just watched our segment that John Gillis emailed to me and all I can say is...WOW. I made a living for several decades "talking" to student, staff, parents, other educators.... if you ask some of the staff at Champlin Park HS who worked with me when I was there they will tell you that one of my "mottos" was: "If 25 words are good, 50 would be better?" But I am almost speechless after viewing the segment...excellent in every way. Saying "thank you" doesn't seem enough; you did a fabulous job in capturing what B4K is all about.

Dave

Action Requested: None.

DISTRICT COURT OF MINNESOTA
TENTH JUDICIAL DISTRICT

HONORABLE STEPHEN M. HALSEY
JUDGE OF DISTRICT COURT



CHAMBERS
WRIGHT COUNTY GOVERNMENT CENTER
10 SECOND STREET NW, ROOM 201
BUFFALO, MN 55313-1192
(763) 682-7539
FAX: (763) 682-7300

DISTRICT COUNTIES:
WRIGHT ANOKA
SHERBURNE CHISAGO
PINE ISANTI
WASHINGTON KANABEC

April 28, 2017

Quad Cities Cable Communications Commission
12254 Ensign Avenue North
Champlin MN 55316

Dear Commissioners:

Having just completed and aired the 101st episode of the District Court Show on QCTV, I want to thank the Commission and the 4 participant cities for the great service QCTV has offered to Judge Elizabeth Strand and I in producing this program since January 2004. I remember fondly that winter evening many years ago at Anoka City Hall amidst a snowstorm when, as an Anoka City Councilmember, I and my colleagues watched "dog and pony shows" from several large corporations that wanted the contract to provide cable service to the 4 cities. So I was present at the birth of QCTV.

The facility is first rate, the staff very friendly, cooperative, and skilled, with great leadership, first by Terry O'Connell, and now Karen George as assisted by Katherine Lenaburg. Episode 101 was recently videotaped at the Minnesota Supreme Court Chamber where we interviewed Justice David Lillehaug. The editing was superb and I think it's the best show yet. Many thanks to Leslie Sauer-Smith and Cory Laing.

Please contact me if you have any questions. Many thanks.

Judge Stephen M. Halsey

cc: Karen George; Judge Strand



April 25, 2017

Ms. Karen George
Executive Director
Quad Cities Cable
12254 Ensign Avenue North
Champlin, MN 55316

RE: Important Information—Price Changes

Dear Karen:

We are committed to delivering the entertainment and services our customers in your community rely on today, and the new experiences they will love down the road. As we continue to make improvements to our products and services, and as programmers charge more to carry their networks, our cost of doing business increases. As a result, starting June 1, 2017, prices for certain services and fees will be going up. Please see the enclosed Customer Notice for more information.

While some prices may have increased, we are always investing in technology to drive innovation. We are working hard to bring our customers great value every day and exciting new developments in the near future, including the following.

- The most TV shows and movies available On Demand
- Innovative X1 Voice Remote that makes searching for shows and movies easier
- Self-service options to save our customers time and adapt to their schedule
- Access to Netflix content on XFINITY X1
- Fastest, most reliable in-home WiFi
- Fastest Internet in America according to Speedtest.net
- More than 14 million WiFi hot spots nationwide

We know you may have questions about these changes. If I can be of any further assistance, please contact me at (651) 493-5501.

Sincerely,

A handwritten signature in black ink that reads "Ronald A. Orlando".

Ron Orlando
Vice President, External Affairs

Attachment: Customer Notice



IMPORTANT INFORMATION REGARDING YOUR XFINITY SERVICES AND RATES

Afton, Andover, Anoka, Arden Hills, Bayport, Baytown Twp, Birchwood, Blaine, Brooklyn Park, Centerville, Champlin, Circle Pines, Columbia Heights, Corcoran, Cottage Grove, Crystal, Dellwood, Denmark Township, Edina, Falcon Heights, Gem Lake, Golden Valley, Grant, Grey Cloud Island, Ham Lake, Hamel, Hanover, Hanover-Hennipen, Hastings, Hilltop, Hopkins, Hudson, Hugo, Inver Grove Heights, Lake Elmo, Lakeland, Lakeland Shores, Landfall, Lauderdale, Lexington, Lilydale, Lino Lakes, Little Canada, Loretto, Mahtomedi, Maplewood, Medicine Lake, Mendota, Minnetonka, Mounds View, New Brighton, New Hope, Newport, North Hudson, North Oaks, North Saint Paul, Oak Grove, Oak Park Heights, Oakdale, Osseo, Pierce City, Pine Springs, Plymouth, Prescott, Ramsey, Richfield, River Falls Township, Robbinsdale, Rogers, Roseville, Saint Paul Park, Shoreview, South St. Paul, Spring Lake Park, St Anthony, St Croix Cty, St Paul, St. Croix Beach, St. Louis Park, St. Mary's Point, St. Michael, Stillwater, Stillwater Twp, Sunfish Lake, Troy, University of Minnesota, Vadnais Heights, West Lakeland, West St. Paul, White Bear Lake, White Bear Township, Willernie and Woodbury, MN

Effective June 1, 2017

Dear XFINITY customer,

We're committed to delivering the entertainment and services you rely on today — and the new experiences you'll love down the road.

As we continue to make improvements to our products and services, and as programmers charge more to carry their networks, our cost of doing business increases. As a result, prices for certain services and fees will be going up.

While some prices may have increased, please know we're always working to bring you greater value through better products, faster speeds, better services, and more entertainment, as well as exciting new developments in the near future, including:

- America's best Internet provider, according to Speedtest.net
- Fastest Internet and the most WiFi coverage throughout your home
- Millions of hotspots nationwide
- The most TV shows and movies available On Demand
- Innovative X1 Voice Remote that makes searching for shows and movies easier
- Self-service options to save you time and adapt to your schedule
- And now, access to Netflix content on XFINITY X1

We're excited to bring you even more, and we can't wait for you to see what 2017 has in store for the future of awesome.

Thank you for choosing to be our customer.

Sincerely,

Jeff Freyer

Regional Vice President, Twin Cities

For more information about all the taxes, fees, and surcharges on your bill, go to xfinity.com/pricechanges.

If you're currently receiving services on a promotional basis, under a minimum term agreement associated with a specific rate, or in the guaranteed period of one of our SurePrice plans, except for changes to the Broadcast TV Fee and Regional Sports Fee, the prices for those specific services will not be affected during the applicable period.



Double Play Packages

	Today	Starting 6/1
Internet Plus Choice (with HBO or Showtime)	\$67 ⁹⁵	\$72 ⁹⁵
Internet Plus Latino	\$67 ⁹⁵	\$72 ⁹⁵

XFINITY Internet

	Today	Starting 6/1
Performance Plus	\$59 ⁹⁵	\$64 ⁹⁵
Performance Pro	\$74 ⁹⁵	\$79 ⁹⁵
Blast! Pro	\$89 ⁹⁵	\$94 ⁹⁵

Digital Services

	Today	Starting 6/1
Basic Latino TV	\$29 ⁹⁵	\$32 ⁹⁵
Economy Latino TV	\$39 ⁹⁵	\$42 ⁹⁵
Economy Plus Latino TV	\$49 ⁹⁵	\$52 ⁹⁵

XFINITY TV Services

	Today	Starting 6/1
Showtime	\$10 ⁰⁰	\$12 ⁰⁰
Starz	\$10 ⁰⁰	\$12 ⁰⁰
Cinemax	\$10 ⁰⁰	\$12 ⁰⁰
The Movie Channel	\$10 ⁰⁰	\$12 ⁰⁰
2 Premium Package	\$19 ⁹⁹	\$24 ⁰⁰
XFINITY TV Latino	\$16 ⁹⁵	\$18 ⁰⁰
Digital Adapter Additional Outlet Service (SD or HD)	\$3 ⁹⁹	\$5 ⁹⁹

SERVICES NO LONGER AVAILABLE FOR NEW SUBSCRIPTION

Triple Play Packages

	Today	Starting 6/1
Economy Triple Play XF	\$94 ⁸⁵	> \$99 ⁹⁵
Everyday Triple Play XF	\$94 ⁸⁵	> \$99 ⁹⁵
Value Triple Play	\$130 ³⁹	> \$135 ³⁹
Value Plus Triple Play (with Preferred Internet)	\$157 ³⁹	> \$161 ⁸⁹
Premier Bundle (with Performance Internet + Voice Unlimited)	\$255 ³⁹	> \$261 ⁸⁹

XFINITY Latino Paquete Triple

	Today	Starting 6/1
MultiLatino Plus Triple Play	\$84 ⁸⁵	> \$89 ⁹⁵
MultiLatino Extra Triple Play	\$94 ⁹⁵	> \$99 ⁹⁵
XFINITY 3600 Latino	\$159 ⁹⁵	> \$164 ⁹⁵
XFINITY 3650 Latino	\$169 ⁹⁵	> \$174 ⁹⁵
MultiLatino Ultra HD Plus Triple Play	\$189 ⁹⁵	> \$194 ⁹⁵
MultiLatino Total HD Triple Play	\$219 ⁹⁵	> \$224 ⁹⁵

XFINITY Latino Paquete Doble

	Today	Starting 6/1
XFINITY 2150 Latino	\$59 ⁹⁰	> \$67 ⁹⁰
Latino Double Play Bundle (Basic Latino TV + Voice Unlimited)	\$74 ⁹⁰	> \$77 ⁹⁰
Latino Double Play Bundle (with Latino 150 and Performance Internet)	\$86 ⁹⁰	> \$94 ⁴⁰
XFINITY 2300 Latino	\$99 ⁹⁵	> \$104 ⁹⁵
XFINITY 2450 Latino	\$114 ⁹⁵	> \$117 ⁹⁵
XFINITY 2600 Latino	\$129 ⁹⁵	> \$132 ⁹⁵

Double Play Packages

	Today	Starting 6/1
Double Play Bundle (with Economy Internet + Local Voice)	\$54 ⁹⁰	> \$59 ⁹⁰
Double Play Bundle (with Economy Internet + Voice Unlimited) - when subscribing to video service	\$69 ⁹⁰	> \$74 ⁹⁰
Internet Plus	\$72 ⁹⁰	> \$77 ⁹⁵
Double Play Bundle (with Economy Internet + Voice Unlimited)	\$74 ⁹⁰	> \$79 ⁹⁰
Blast! Extra	\$79 ⁹⁵	> \$84 ⁹⁵
Blast! Plus	\$89 ⁹⁵	> \$94 ⁹⁵
Double Play Bundle (with Performance Internet + Voice Unlimited) - when subscribing to video service	\$96 ⁹⁰	> \$101 ⁴⁰
Double Play Bundle (with Performance Pro Internet + Voice Unlimited)	\$101 ⁹⁰	> \$104 ⁹⁰
Starter Bundle (with Economy Plus Internet)	\$105 ⁴⁴	> \$110 ⁴⁴
Preferred Bundle (with HBO + Performance Internet)	\$165 ⁴⁴	> \$169 ⁹⁴
Preferred Plus Bundle (with Performance Internet)	\$185 ⁴⁴	> \$189 ⁹⁴
Premier Bundle (with Performance Internet)	\$205 ⁴⁴	> \$209 ⁹⁴

SERVICES NO LONGER AVAILABLE FOR NEW SUBSCRIPTION

Digital Services

	Today	Starting 6/1
Digital Premier	\$143 ⁹⁹	> \$148 ⁴⁹

XFINITY TV Services

	Today	Starting 6/1
Multiple Premium Package (Showtime + Starz)	\$20 ⁰⁰	> \$24 ⁰⁰
Multiple Premium Package (Showtime + Cinemax)	\$20 ⁰⁰	> \$24 ⁰⁰
Multiple Premium Package (Showtime + TMC)	\$20 ⁰⁰	> \$24 ⁰⁰
Multiple Premium Package (HBO + Showtime)	\$25 ⁰⁰	> \$27 ⁰⁰
Multiple Premium Package (HBO + Starz)	\$25 ⁰⁰	> \$27 ⁰⁰
Multiple Premium Package (HBO + Showtime + Starz)	\$35 ⁰⁰	> \$39 ⁰⁰

Miscellaneous Fee

	Today	Starting 6/1
Channel Guide Magazine	\$3 ⁹⁵	> \$4 ⁹⁹

Bulk Tenant

	Today	Starting 6/1
Tenant Preferred & Internet Package	\$74 ⁹⁵	> \$79 ⁴⁵
Tenant Preferred Plus XF Bundle	\$124 ⁹⁵	> \$134 ⁹⁵

XFINITY Internet

	Today	Starting 6/1
Economy Plus	\$29 ⁹⁵	> \$34 ⁹⁵
Earthlink Internet Service	\$29 ⁹⁵	> \$34 ⁹⁵
Performance Internet (with XFINITY TV or Voice Service)	\$56 ⁹⁵	> \$61 ⁴⁵
Extreme 150 (upgrade from Performance)	\$43 ⁰⁰	> \$43 ⁵⁰
Extreme 250 (upgrade from Performance Plus)	\$90 ⁰⁰	> \$85 ⁰⁰
Extreme 250 (upgrade from Performance Pro)	\$75 ⁰⁰	> \$70 ⁰⁰
Extreme 250 (upgrade from Blast! Pro)	\$60 ⁰⁰	> \$55 ⁰⁰
Extreme 250 (upgrade from Extreme 150)	\$30 ⁰⁰	> \$35 ⁰⁰
Performance Internet - Annual Service	\$626 ⁴⁵	> \$675 ⁹⁵
Performance Internet - Annual Service (with Modem)	\$736 ⁴⁵	> \$785 ⁹⁵

Capitol Update Report

To: Minnesota Association of Community Telecommunication Administrators (MACTA)

From: Joseph Bagnoli

Date: May 11, 2017

Introduced Bills

Bills Introduced last week are highlighted

<i>Bill Introductions</i>	<i>House File</i>	<i>House Author</i>	<i>Senate File</i>	<i>Senate Author</i>	<i>Notes</i>
<p><i>Small Cell Bill</i></p> <p><i>** This bill, and the language of the bill, are not included in any omnibus bill that is currently alive.</i></p>	<u>739</u>	Hoppe	<u>561</u>	Osmek	<p>2/28 Passed Hs. Commerce. Sent to Hs. Gov. Ops. Policy.</p> <p>3/7/17 Passed Hs. Gov. Ops Policy. Sent to Hs. Jobs.</p> <p>3/15/17 Heard in Hs. Jobs. Laid over for possible inclusion in Hs. Jobs Fin. Bill.</p> <p>3/26/17 Included in Hs. Jobs Fin. Bill. Passed Hs. Jobs Fin. Sent to Hs. Ways & Means.</p> <p>4/3/17 – Small Cell language amended out of Hs. Jobs Fin. Bill.</p> <p>4/6/17 – Hs. Jobs Fin. Bill passed Hs. Floor</p> <hr/> <p>3/6/17 Passed Senate Utilities Committee. Sent to Senate Local Govt. Committee.</p> <p>Not included in Senate Utilities Omnibus Bill.</p>

<p><i>Prohibiting cities from using gas/electric franchise fees to raise revenue –</i></p> <p><i>**Does not impact cable franchise.</i></p> <p>*** included in House Omnibus Tax bill – HF 4, Art. 12, Sec. 4. – lines 266.27-268.3</p> <p><u>House Tax Bill</u></p> <p>This provision was not included in the Conference Committee Report that was sent to the Governor on 5/9/17 - <u>Jobs CC Report Link</u></p>	<p>1146</p>	<p>Vogel</p>	<p>2092</p>	<p>Draheim</p>	<p>3/9/17 Passed Hs. Gov. Ops. Policy. Sent to Hs. Tax Committee.</p> <p>3/13/17 Heard in Hs. Prop. Tax Division. Laid over.</p> <p>3/27/17 Included in Hs. Tax bill. Passed. Sent to Hs. Ways & Means.</p> <p>3/28 Passed Hs. Ways & Means. Sent to Floor</p> <p>3/30/17 Passed Hs. Floor.</p> <hr/> <p>3/20/17 Passed Sn. Local Committee. Sent to Sn. Taxes. Not heard.</p>
<p><i>Expands sales tax exemption for telecom Equipment to include wire, cable, fiber, poles, or conduit</i></p> <p>*** included in House Omnibus Tax bill – HF 4, Art. 4, Sec. 11. – lines 152.18</p> <p><u>House Tax Bill</u></p> <p>*** included in Tax Conference Committee Report that was sent to the Governor on 5/9/17. Art. 3, sec. 8 -- line 137.3 - <u>Tax CC Report Link</u></p>	<p>1250</p>	<p>Bliss</p>	<p>955</p>	<p>Senjem</p>	<p>2/23 – Heard in Sn. Tax. Laid over for possible inclusion in the Tax bill. Not included.</p> <p>2/27/17 – Heard in Hs. Tax. Laid over for possible inclusion.</p> <p>3/27/17 Included in Hs. Tax bill. Passed. Sent to Hs. Ways & Means.</p> <p>3/28 Passed Hs. Ways & Means. Sent to Floor</p> <p>3/30/17 Passed Hs. Floor.</p> <hr/> <p>3/20/17 Passed Sn. Local Committee. Sent to Sn. Taxes. Not heard.</p>
<p><i>Appropriating Money to pay the State-Level Funding Match for the Federal E-rate Program</i></p>	<p>2449</p>	<p>Swedzinski</p>	<p>2237</p>	<p>Weber</p>	

K-12 Broadband Equity Aid –\$18 million	881	Baker	936	Weber	
Construction materials purchased by Cities exempted from Sales Tax	299	Swedzinski	283	Rest	
Broadband Grant Program- \$100 Million *** Broadband funding is in the Omnibus House and Senate Finance Bills –HF 2209 / SF 1937 *** \$15 million is included in the Jobs Conference Committee Report that was sent to the Governor on 5/9/17. Article 1, Sec. 2, Subd. 8 - Line 26.1- Jobs CC Report Link	841	Sandstede	234	Simonson	2/27/17 Heard in Sn. Jobs. Laid over for possible inclusion in Sn. Jobs Omnibus bill.
Broadband Grant Program – \$35 million. Other changes to Program.	None		980	Westrom	2/27/17 Heard in Sn. Jobs. Laid over for possible inclusion in Sn. Jobs Omnibus bill.
Broadband Grant Program - \$35 million	1618	Baker	None		3/15/17 Heard in Hs Jobs. Laid over for possible inclusion in Hs. Jobs Omnibus bill.
Modifying the Priorities for Awarding Broadband Grants	2504	Sandstede	None		
Prohibiting Regulation of Voice-Over-Internet Protocol VOIP language is now included in: House Jobs Omnibus bill, HF 2209, Art. 9, sec. 1 – line 152. House Jobs Bill Link Senate Jobs Omnibus bill, SF 1937, Art. 2, sec. 17 – line 152 Senate Jobs Bill Link	1665	Kresha	1742	Ruud	2/28 Passed Hs Commerce. Sent to Hs Jobs. 3/15/17 Heard in Hs Jobs. Laid over for possible inclusion in Hs Jobs Fin. bill. 3/26/17 Included in Hs. Jobs Fin. Bill. Passed Hs. Jobs Fin. Sent to Hs. Ways & Means. 4/3/17 – Passed Ways & Means. Sent to Hs. Floor. 4/6/17 – Passed Hs. Floor.

*** Language is also included in the Jobs Conference Committee Report that was sent to the Governor on 5/9/17. Article 9 - Line 159.21- Jobs CC Report Link					<hr/> <p>2/23/17 Amended into Sn. Jobs Finance Bill. Passed. Sent to Floor.</p> <p>3/29/17 Passed Senate Floor.</p>
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General Legislative Update

As of Thursday, the Governor and legislature have approximately eleven days left to get the work of the session done. The 2017 regular legislative session concludes on Monday, May 22 at midnight. The events of this week so far do not portend well for an easy close to the session.

Including the Omnibus Tax bill, there are ten Omnibus Finance bills that provide funding for all facets of state government. As last week ended, there was some hope that progress was being made with the hope that this week would start with some sense of a path forward. Instead, on Monday, the House and Senate announced that they planned to pass the Omnibus bills without reaching agreement with the Governor. He promptly indicated that he would veto all of them. The storyline that the legislature clearly sought to advance was that the Governor hasn't had the urgency to reach agreement. According to legislative leaders, the Governor indicated that he could not meet last Sunday, and could not meet any night this week. Additionally, the legislature will be able to accurately argue that they did pass a budget and it included a \$1.15 billion tax cut, and but for the Governor's intransigence all would be good. The central issue that needs to be resolved is the size of the tax cut. The legislature and the Governor are approximately \$850 million apart on the dollar amount, as well as where the tax cuts would be directed. Until this bill is resolved there is little ability to negotiate the dollar targets for the other nine bills.

As of Wednesday night, the legislature had sent five bills to the Governor. He has until Friday at midnight to act on these bills. An unexpected, and sad, glitch has occurred that is holding up the remaining bills from being voted on and sent to the Governor. The father of Senator Carla Nelson, R-Rochester, is gravely ill and she is with him. Given the GOP's one-seat majority in the Senate, action on the omnibus bills has stopped.

Thus, as we head into Mother's Day weekend, or Fishing Opener weekend, which is a mandatory political event before the Governor and legislative leaders, there is no evidence that we will be any closer to resolution by the beginning of next week. As has been the case in the past couple of years, we may, once again, need to limp into a special session to complete the work.

Small Cell

Although the small cell siting legislation never received a vote on the House or Senate floor, at the insistence of House leadership, negotiations have been taking place in an attempt to find a path forward on this legislation. On behalf of the Cities, the League of Cities has taken the lead in negotiations, joined by representatives of the Minnesota Municipal Utilities Association, the Cities Engineers Association, and the Association of Minnesota Counties. These negotiations have been moderated by Rep. Marion O'Neill (R-Maplebrook). They have been extensive and have required long hours on behalf of those involved.

On Wednesday night, the Speaker of the House came to the meetings and strongly backed the wireless providers, indicating that if a compromise wasn't reached, he would bring something to the floor that the League and their allies might not like. The deadline for achieving this compromise is this Friday. On Wednesday, Verizon also spent the day providing a mini-bus that took legislators and others to see a small cell that is installed by the Saint Paul Cathedral as well as to be exposed to what 5G actually means.

Clearly, this is very disheartening. On a brighter note, the Senate has not been consulted at all, and from conversations yesterday, was largely unaware that these meetings had been taking place. Similarly, the Governor's office has not been involved.

Finally, the Minnesota Cable Association has largely been shut out of these negotiations. They are unhappy.

Broadband Funding

The Omnibus Jobs bill is one of the bills that has been sent to the Governor. The bill that was sent to the Governor included \$250,000 per year to fund the Office of Broadband and a \$15 million in FY 2018 for Broadband grants. The specific language can be found at Article 1, Sec. 2, Subd. 8 - Line 26.1 of the attached bill - [Jobs CC Report Link](#)

The Governor had proposed \$60 million or \$30 million per year.

The Senate had proposed changes to the local match requirements for projects in underserved areas. These proposed changes were not included in the bill that was sent to the Governor.

Voip

The Article 9 of – the [Jobs CC Report Link](#) at line 159.21 sets out the VOIP language. The MACTA exemption for video services is contained in the language.

Sales Tax Exemption for Telecommunications equipment

The House Omnibus Tax bill expands the sales tax exemption on equipment purchases for the telecommunications and pay television industries to include the purchase of wire, cable fiber, poles and conduit. For obvious reasons, this provision has the strong backing of the telecommunication providers and the cable providers.

[House Omnibus Tax Bill Link](#) – lines 152.18 of the bill. Art. 4, sec. 11.

The Senate Omnibus Tax bill did not contain this provision.

The Omnibus Tax bill that was sent to the Governor on May 9, 2017, includes this exemption. [Tax CC Report Link](#) – line 137.3 of the bill. Art. 3, sec. 8.

QCCCC Agenda Item

4.3.1 Operations Report

May 1, 2017

To: Karen George, Executive Director

From: Katherine Lenaburg, Operations Manager

Subject: Operations Update

QCTV productions include a show called "QCTV Goes to the Capitol" featuring Minnesota Historical Society Site Manager Brian Pease who gives us a tour of the State Capitol.

Spring sports is in full swing We produced six features stories for "At the Half". We covered golf, trapshooting, and tennis. These features stories playback at half time of the boys and girls lacrosse games. We responded to a request from Legacy Christian School in Ramsey and produced a live baseball game with the PACT school in Ramsey and they were very pleased to be included in our line-up of spring sports.

We are in the process of producing new PSA's and completed this month is one on the dangers of texting while driving and another on keeping the storm drains clear of debris. We also picked up trash in the neighborhood on Earth Day and produced 3 PSA's featuring employees. We produced a new version of "What's New at the Q" and included the recent buzzer beater that was on ESPN's Top 10 Plays of the Day as well as clips from our recent "Live and Local: Feel the Rhythm" program.

We produced live coverage of seventeen government meetings.

Our regular shows include "News and Views", "The Chamber Report", "It's Your History" and "The District Court Show". "The District Court Show" was filmed on location in the refurbished Minnesota Supreme Court at the State Capitol and featured Minnesota Supreme Court Justice David Lillehaug.

We also produced a new episode of "Beyond the Book" that features four local authors. We also completed an episode of "Game Sharks".

Submitted programs include two episodes of "Around the World in Music" by the River Heights Chorale. We also played back a documentary called "I Never Saw Another

Butterfly” about the play of the same name at Northern Starz Children’s Theatre and their journey centered around their production that dealt with the Terezin holding camp during the Holocaust. Northern Starz Children’s Theatre is based in Ramsey and many children from the Anoka, Champlin, Ramsey, and Andover areas perform in their shows.

We also carried live coverage of one of The Minnesota Vixen games. This is produced by Town Square Television and features full tackle women’s football.

Taylor Johnson attended the NAB convention in Las Vegas. Cory Laing continues to participate in the Leadership Academy program through the Chamber of Commerce and Professional and Workforce Training through College and Anoka- Ramsey Community College.

We continue to use our Razuna system to upload programming, video, and still shots, that we think will be of interest to our cities. We attended The Wyland Mayor’s Water Challenge at the Mall of America and produced a package for News and Views. We interviewed Andover Mayor Julie Trude and taped her speech and put them on the Razuna system and Andover had them up on their Facebook page the next day.

We won three Telly Awards for our local programming. The Bronze Telly was awarded in the general entertainment category for a segment on Como Zoo we did for The Grid. We also won two Bronze Telly’s for the Rosemount vs. Champlin Park 6A MSHSL State Quarter Final Football game. We won in two categories- live event and sports.

4.3.2 Technology Report

May 18, 2017

To: Karen George, Executive Director

From: John Sommer, Technology Manager

Subject: April 2017 Technology Report

Equipment Issues:

QCTV Equipment

- Ordered a replacement spreader and then repaired one Manfrotto tripod for camera kit 9.
- Furnace 6, which heats and cools the studio, has been fully repaired.

City Equipment

- Anoka Chambers: Jim had identified a faulty audio amplifier last month. I ordered a replacement part but it did not fix the problem. Temporary solution still in place.

Comcast Equipment

I contacted Comcast technicians and spoke to Keith on the phone. He changed the aspect ratio setting for the SD Community Channel 15 to what I think is more correct. He was also able to give us a more direct video feed from Anoka-Hennepin School District. This has improved the picture quality for Channel 18 for all views in the Quad Cities area. A more direct signal path also eliminates some points of failure in getting the signal to QCTV, which should improve channel uptime. Thanks to Patrick Shaw and Keith VanHolbeck from Comcast for the assistance. I notified, Cindy Harris, our contact at AHSD, and informed her of the change.

CenturyLink Equipment

No issues reported for April.

Future Projects:

City Hall HD Updates

This is a continuing project we are working on. I prepared a Technology Memo for the April board meeting outlining future steps.

Action Requested: None.

QCCCC Agenda Item

5.1 2016 Audit Report

May 10, 2016

To: Commissioners

From: Karen George, Executive Director

Subject: 2016 Audit Report

The 2016 Audit Report for QCCCC, prepared by HLB Tautges Redpath, Ltd., is attached for your review. Representatives from HLB Tautges Redpath, Ltd., will present the audit report.

Action Requested: Accept the 2016 Audit report.



April 26, 2017

Karen George, Administrator
Quad Cities Cable Communications Commission
12254 Ensign Ave. North
Champlin, MN 55316

Dear Karen:

Enclosed are the following reports for the Quad Cities Cable Communications Commission for the year ended December 31, 2016:

- ◆ Annual Financial Report (includes Internal Control Letter and Legal Compliance Audit Report) (10 copies)
- ◆ Communication with Those Charged with Governance Letter (10 copies)

A copy of the Annual Financial Report has been sent electronically to the Office of the State Auditor.

We also emailed you electronic versions of each report.

Thank you for the opportunity to be of service. If the Commission would like to discuss the reports, please advise.

Sincerely,

A handwritten signature in black ink that reads "Peggy Moeller".

Peggy Moeller, CPA

PM/bmg

Enclosures



COMMUNICATION WITH THOSE CHARGED WITH GOVERNANCE

To the Honorable Members of
Quad Cities Cable Communications Commission
Champlin, Minnesota

We have audited the financial statements of the governmental activities and each major fund of Quad Cities Cable Communications Commission (the Commission) for the year ended December 31, 2016. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated November 18, 2016. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Results

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Commission are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies were not changed during 2016. However, GASB Statement No. 72, *Fair Value Measurements and Application* and GASB Statement No. 79, *Certain External Investment Pools and Pool Participants* were implemented during 2016, which enhanced disclosures regarding investments. We noted no transactions entered into by the Commission during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the governmental activities financial statements was management's estimates of the net pension liability, the pension related deferred outflows and inflows of resources and pension expense. Estimates relating to the net pension liability, pension related deferred outflows and inflows of resources and pension expense are based on actuarial studies. We evaluated the key factors and assumptions used to develop the estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. Determining sensitivity is subjective, however, we believe the disclosure most likely to be considered sensitive is Note 7 – Defined Benefit Pension Plans.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. There were no uncorrected misstatements that have an effect on our opinion on the financial statements. There were no corrected misstatements identified during the audit.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor’s report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated April 24, 2017.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a “second opinion” on certain situations. If a consultation involves application of an accounting principle to the Commission’s financial statements or a determination of the type of auditor’s opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Commission’s auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the budgetary comparison schedule and pension information which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were not engaged to report on the introductory section, which accompanies the financial statements but is not RSI. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Board oversight is a key control for the organization. During 2016, the organization canceled five of the twelve regularly scheduled meetings, including three consecutive meetings. By not having regularly schedule meetings there is a higher risk of errors or misstatements not being detected and corrected in a timely manner.

Other Reports

Various reports on compliance and internal controls are contained in the other required reports section of the audited financial statement document.

Restriction on Use

This report is intended solely for the information and use of management and the Quad Cities Cable Communications Commission's Board, and is not intended to be, and should not be, used by anyone other than these specified parties.

Redpath and Company, Ltd.

REDPATH AND COMPANY, LTD.
St. Paul, Minnesota

April 24, 2017

**QUAD CITIES CABLE
COMMUNICATIONS COMMISSION**

ANNUAL FINANCIAL REPORT

December 31, 2016

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**QUAD CITIES CABLE
COMMUNICATIONS COMMISSION
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INTRODUCTORY SECTION

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**QUAD CITIES CABLE
COMMUNICATIONS COMMISSION
ORGANIZATION
December 31, 2016**

Commission Members:

Representing:

Andover:

Julie Trude - Personnel Committee
Jim Dickinson - Treasurer and Budget Committee

Anoka:

Carl Anderson - Secretary and Personnel Committee
Greg Lee - Budget Committee

Champlin:

Eric Johnson - Budget Committee
Bret Heitkamp - Chair and Personnel Committee

Ramsey:

Kurt Ulrich - Vice-Chair and Personnel Committee
John LeTourneau - Budget Committee

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FINANCIAL SECTION

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INDEPENDENT AUDITOR'S REPORT

To the Honorable Members of the
Quad Cities Cable Communications Commission
Champlin, Minnesota

We have audited the accompanying financial statements of the governmental activities and each major fund of Quad Cities Cable Communications Commission, as of and for the year ended December 31, 2016, and the related notes to the financial statements, which collectively comprise Quad Cities Cable Communications Commission's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of Quad Cities Cable Communications Commission, as of December 31, 2016, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Report on Summarized Comparative Information

We have previously audited the Quad Cities Cable Communications Commission's 2015 financial statements, and we expressed an unmodified audit opinion on the respective financial statements of the governmental activities and each major fund in our report dated April 25, 2016. In our opinion, the summarized comparative information presented herein as of and for the year ended December 31, 2015 is consistent, in all material respects, with the audited financial statements from which it has been derived.

Other Matters

Required Supplementary Information

Management has omitted the management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

Accounting principles generally accepted in the United States of America require that the budgetary comparison information, and the pension information on pages 36 through 39, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing

the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Quad Cities Cable Communications Commission's basic financial statements. The introductory section is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The introductory section has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on it.

Redpath and Company, Ltd.

REDPATH AND COMPANY, LTD.
St. Paul, Minnesota

April 24, 2017

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BASIC FINANCIAL STATEMENTS

**QUAD CITIES CABLE
COMMUNICATIONS COMMISSION**

Statement 1

STATEMENT OF NET POSITION

December 31, 2016

With Comparable Amounts for December 31, 2015

	Governmental Activities	
	2016	2015
Assets:		
Cash and investments	\$2,020,941	\$1,442,128
Accounts receivable	817	-
Franchise fees receivable	419,827	386,623
Prepaid item	7,751	6,846
Capital assets - net:		
Nondepreciable	66,131	66,131
Depreciable	1,017,168	1,127,503
Total assets	<u>3,532,635</u>	<u>3,029,231</u>
Deferred outflows of resources:		
Related to pensions	<u>254,474</u>	<u>53,438</u>
Liabilities:		
Accounts payable	49,007	38,833
Compensated absences payable:		
Due within one year	23,219	20,722
Due in more than one year	7,740	6,908
Net pension liability:		
Due in more than one year	<u>608,963</u>	<u>383,506</u>
Total liabilities	<u>688,929</u>	<u>449,969</u>
Deferred inflows of resources:		
Grant received in advance of meeting time requirement	-	55,871
Related to pensions	<u>148,117</u>	<u>167,306</u>
Total deferred inflows of resources	<u>148,117</u>	<u>223,177</u>
Net position:		
Net investments in capital assets	1,083,299	1,193,634
Unrestricted	<u>1,866,764</u>	<u>1,215,889</u>
Total net position	<u>\$2,950,063</u>	<u>\$2,409,523</u>

The accompanying notes are an integral part of these financial statements.

**QUAD CITIES CABLE
COMMUNICATIONS COMMISSION
STATEMENT OF ACTIVITIES**

Statement 2

For The Year Ended December 31, 2016

With Comparable Amounts for The Year Ended December 31, 2015

Functions/Programs	Expenses	Program Revenues		Net (Expense) Revenue and Changes in Net Position		
		Charges For Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	
					Totals	
				2016	2015	
Governmental activities:						
General government	\$1,150,402	\$1,950	\$1,597,353	\$55,871	\$504,772	\$521,855
Total governmental activities	<u>\$1,150,402</u>	<u>\$1,950</u>	<u>\$1,597,353</u>	<u>\$55,871</u>	<u>504,772</u>	<u>521,855</u>
General revenues:						
Unrestricted investment earnings					2,710	223
Miscellaneous					33,058	7,864
Total general revenues					<u>35,768</u>	<u>8,087</u>
Change in net position					<u>540,540</u>	<u>529,942</u>
Net position - January 1, as originally reported					2,409,523	2,409,439
Prior period adjustment					-	(529,858)
Net position - January 1, as restated					<u>2,409,523</u>	<u>1,879,581</u>
Net position - December 31					<u>\$2,950,063</u>	<u>\$2,409,523</u>

The accompanying notes are an integral part of these financial statements.

QUAD CITIES CABLE
COMMUNICATIONS COMMISSION
 BALANCE SHEET
 GOVERNMENTAL FUNDS
 December 31, 2016
 With Comparative Totals For December 31, 2015

Statement 3

	General Fund	
	2016	2015
Assets:		
Cash and investments	\$2,020,941	\$1,442,128
Accounts receivable	817	-
Franchise fees receivable	419,827	386,623
Prepaid item	7,751	6,846
	<u>\$2,449,336</u>	<u>\$1,835,597</u>
Liabilities, Deferred Inflows of Resources, and Fund Balance		
Liabilities:		
Accounts payable	\$49,007	\$38,833
Total liabilities	<u>49,007</u>	<u>38,833</u>
Deferred inflows of resources:		
Grant received in advance of meeting time requirement	-	55,871
Total deferred inflows of resources	<u>0</u>	<u>55,871</u>
Fund balance:		
Nonspendable	7,751	6,846
Unassigned	2,392,578	1,734,047
Total fund balance	<u>2,400,329</u>	<u>1,740,893</u>
	<u>\$2,449,336</u>	<u>\$1,835,597</u>
Fund balance reported above	\$2,400,329	\$1,740,893
Amounts reported for governmental activities in the statement of net position are different because:		
Capital assets used in governmental activities are not financial resources, and therefore, are not reported in the funds.	1,083,299	1,193,634
Deferred outflows of resources-pension related are not current financial resources and, therefore, are not reported in the funds	254,474	53,438
Deferred inflows of resources-pension related are associated with long-term liabilities that are not due and payable in the current period and, therefore, are not reported in the funds	(148,117)	(167,306)
Long-term liabilities, are not due and payable in the current period and, therefore, are not reported in the funds:		
Compensated absences payable	(30,959)	(27,630)
Net pension liability	<u>(608,963)</u>	<u>(383,506)</u>
Net position of governmental activities	<u>\$2,950,063</u>	<u>\$2,409,523</u>

The accompanying notes are an integral part of these financial statements.

**QUAD CITIES CABLE
COMMUNICATIONS COMMISSION**
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
GOVERNMENTAL FUNDS
For The Year Ended December 31, 2016
With Comparative Totals For The Year Ended December 31, 2015

Statement 4

	General Fund	
	2016	2015
Revenues:		
Franchise fees	\$1,063,320	\$1,040,623
PEG fees	531,661	521,986
Equipment and support grants	55,871	55,045
Investment income	2,710	223
Miscellaneous	35,008	63,939
Total revenues	<u>1,688,570</u>	<u>1,681,816</u>
Expenditures:		
General government:		
Salaries, taxes and benefits	661,025	627,768
Professional and franchise application fees	70,861	77,198
Repairs and maintenance	57,949	22,546
Supplies	7,247	6,571
Travel/conferences/continuing education	14,310	9,660
Mileage	6,117	6,572
Dues, subscriptions and printing	23,863	3,823
Insurance	7,695	8,427
Commission per diem	1,929	4,399
Utilities	28,829	26,822
Advertising	6,675	6,253
Equipment purchases	51,994	189,613
Web hosting	15,290	13,316
Meals and lodging	1,707	753
Vehicle maintenance	7,097	5,135
Car allowance	3,000	3,000
Computer software and equipment	-	26,148
Miscellaneous	1,485	2,316
Capital outlay	62,061	339,739
Total expenditures	<u>1,029,134</u>	<u>1,380,059</u>
Revenues over expenditures	<u>659,436</u>	<u>301,757</u>
Fund balance - January 1	1,740,893	1,439,136
Fund balance - December 31	<u><u>\$2,400,329</u></u>	<u><u>\$1,740,893</u></u>

The accompanying notes are an integral part of these financial statements.

**QUAD CITIES CABLE
COMMUNICATIONS COMMISSION**
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE OF GOVERNMENTAL FUNDS
For The Year Ended December 31, 2016
With Comparable Amounts for The Year Ended December 31, 2015

Statement 5

	<u>2016</u>	<u>2015</u>
Amounts reported for governmental activities in the statement of activities (Statement 2) are different because:		
Net changes in fund balance - total governmental funds (Statement 4)	\$659,436	\$301,757
Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlays exceeded depreciation in the current period.	(92,568)	240,570
In the statement of activities only the gain/loss on the disposal of capital assets is reported. However, in the governmental funds, disposals have no affect on financial resources unless there are sales proceeds. Thus, the change in net position differs from the change in fund balance by the net book value of the capital assets that were retired.	(17,767)	-
Revenues in the statement of activities that do not provide current financial resources are not reported as revenue in the funds	-	(55,619)
Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.		
Change in compensated absences payable	(3,329)	10,750
Governmental funds report pension contributions as expenditures, however, pension expense is reported in the Statement of Activities. This is the amount by which pension expense exceeded pension contributions:		
Pension contributions	\$33,541	
Pension expense	(38,773)	
	<u>(5,232)</u>	<u>32,484</u>
Change in net position of governmental activities (Statement 2)	<u>\$540,540</u>	<u>\$529,942</u>

The accompanying notes are an integral part of these financial statements.

QUAD CITIES CABLE COMMUNICATIONS COMMISSION
NOTES TO FINANCIAL STATEMENTS
December 31, 2016

Note 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Quad Cities Cable Communications Commission (the Commission) was formed by the Cities of Andover, Anoka, Champlin and Ramsey. The Commission was formed to administer and enforce a cable communications franchise in the member municipalities.

The Commission was officially formed in March of 1981 with the signing of the Joint Powers Agreement.

Member cities appoint two representatives. Officers are elected bi-annually.

The financial statements of the Commission have been prepared in conformity with generally accepted accounting principles as applied to government units by the Governmental Accounting Standards Board (GASB). The Commission accounting policies are described below.

A. FINANCIAL REPORTING ENTITY

In accordance with GASB pronouncements and generally accepted accounting principles, the financial statements of the reporting entity include those of the Commission (the primary government) and its component units. The Commission does not have any component units.

B. GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

The government-wide financial statements (i.e., the statement of net assets and the statement of changes in net assets) report information on all of the nonfiduciary activities of the primary government.

Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges for services. There are no business-type activities, which rely to a significant extent on fees and charges for services.

The statement of activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function. *Program revenues* include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or business-type activity and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or business-type activity. Taxes and other items not included among program revenues are reported instead as *general revenues*.

Separate financial statements are provided for governmental funds. Major individual governmental funds are reported as separate columns in the fund financial statements.

C. MEASUREMENT FOCUS, BASIS OF ACCOUNTING AND FINANCIAL STATEMENT PRESENTATION

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as

QUAD CITIES CABLE COMMUNICATIONS COMMISSION
NOTES TO FINANCIAL STATEMENTS
December 31, 2016

revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Commission considers all revenues, except reimbursement grants, to be available if they are collected within 60 days of the end of the current fiscal period. Reimbursement grants are considered available if they are collected within one year of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due.

Property taxes, intergovernmental revenues, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the Commission.

The Commission reports the following major governmental fund:

General Fund – is the general operating fund of the Commission. It is used to account for all financial resources of the Commission.

Amounts reported as *program revenues* include 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as *general revenues* rather than as program revenues. Likewise, general revenues include all taxes.

D. BUDGETS

Budgets for the General Fund are adopted on a basis consistent with generally accepted accounting principles. During the budget year, supplemental appropriations and deletions are or may be authorized by the Commission. Individual amendments were not material in relation to the original appropriations which were adjusted.

E. CASH AND INVESTMENTS

Cash and investment balances are invested to the extent available in authorized investments.

Investments are stated at fair value, except for investments in external investment pools that meet GASB 79 requirements, which are stated at amortized cost. Investment income is accrued at balance sheet date.

QUAD CITIES CABLE COMMUNICATIONS COMMISSION
NOTES TO FINANCIAL STATEMENTS
December 31, 2016

F. INVENTORIES

The original cost of materials and supplies have been recorded as expenditures at the time of purchase (purchases method). The Commission does not maintain material amounts of inventories of goods and supplies.

G. CAPITAL ASSETS

Capital assets, which include property, plant, equipment, infrastructure assets, and intangible assets such as computer software, are reported in the governmental activities columns in the government-wide financial statements. Capital assets are defined by the Commission as assets with an initial, individual cost of more than \$5,000 (amount not rounded) and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

GASB Statement No. 34 requires the Commission to report and depreciate new infrastructure assets effective in 2004. Neither their historical cost nor related depreciation has historically been reported in the financial statements. For governmental entities with total annual revenues of less than \$10 million for the fiscal year ended December 31, 1999, the retroactive reporting of infrastructure is not required under the provisions of GASB Statement No. 34. The Commission does not own any infrastructure assets.

The Commission implemented GASB Statement No. 51, *Accounting and Financial Reporting for Intangible Assets* effective January 1, 2010, which required the Commission to capitalize and amortize intangible assets. For governmental entities with total annual revenues of less than \$10 million for the fiscal year ended December 31, 1999, the retroactive reporting of intangible assets is not required under the provision of GASB Statement No. 51. The Commission has elected not to report intangible assets acquired in years prior to 2010. The Commission did not acquire any intangible assets since implementing GASB Statement No. 51.

Property, plant and equipment of the Commission is depreciated using the straight-line method over the following estimated useful lives.

Furniture, fixtures and equipment	3 – 10 years
Building	39 years

H. LONG-TERM OBLIGATIONS

In the government-wide financial statements long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities.

I. FUND BALANCE CLASSIFICATIONS

In the fund financial statements, governmental funds report fund balance in classifications that disclose constraints for which amounts in those funds can be spent. These classifications are as follows:

Nonspendable - consists of amounts that are not in spendable form, such as prepaid items.

Restricted - consists of amounts related to externally imposed constraints established by creditors, grantors or contributors; or constraints imposed by state statutory provisions.

Committed - consists of internally imposed constraints. These constraints are established by Resolution of the Commission Board.

Assigned - consists of internally imposed constraints. These constraints reflect the specific purpose for which it is the Commission's intended use. These constraints are established by the Commission Board.

Unassigned - is the residual classification for the general fund and also reflects negative residual amounts in other funds.

When both restricted and unrestricted resources are available for use, it is the Commission's policy to first use restricted resources, and then use unrestricted resources as they are needed.

When committed, assigned or unassigned resources are available for use, it is the Commission's policy to use resources in the following order: 1) committed 2) assigned and 3) unassigned.

J. USE OF ESTIMATES

The preparation of financial statements in accordance with generally accepted accounting principles (GAAP) requires management to make estimates that affect amounts reported in the financial statements during the reporting period. Actual results could differ from such estimates.

K. PREPAID ITEMS

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements. Prepaid items are reported using the consumption method and recorded as expenditures/expenses at the time of consumption.

L. COMPENSATED ABSENCES

It is the Commission's policy to permit employees to accumulate earned but unused vacation, compensatory time and personal leave benefits. All vacation pay, compensatory time and personal leave that is payable at termination is accrued when incurred in the government-wide financial statements. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements. In accordance with the provisions of Statement of

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Government Accounting Standards No. 16, *Accounting for Compensated Absences*, no liability is recorded for nonvesting accumulating rights to receive sick pay benefits.

M. RECLASSIFICATIONS

Certain reclassifications were made to prior year amounts to conform to the current year presentation.

N. COMPARATIVE TOTALS

The basic financial statements and required supplementary information include certain prior-year summarized comparative information in total but not at the level of detail required for a presentation in conformity with generally accepted accounting principles. Accordingly, such information should be read in conjunction with the Commission's financial statements for the year ended December 31, 2015, from which the summarized information was derived.

O. DEFERRED OUTFLOWS/INFLOWS OF RESOURCES

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will *not* be recognized as an outflow of resources (expense/expenditure) until then. The Commission has one item that qualifies for reporting in this category. It is the pension related deferred outflows reported in the government-wide Statement of Net Position.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time. The government has pension related deferred inflows of resources reported in the government-wide Statement of Net Position. The government also has an item, which arises only under a modified accrual basis of accounting, that qualifies for reporting in this category. Accordingly, the item, unavailable revenue, is reported only in the governmental fund balance sheet. The governmental funds report unavailable revenue from receivables. In addition, in both the government-wide governmental activities statement of net position and the governmental funds balance sheet, the Commission reports a deferred inflow for grants received in advance of meeting time requirements.

P. DEFINED BENEFIT PENSION PLANS

Pensions. For purposes of measuring the net pension liability, deferred outflows/inflows of resources, and pension expense, information about the fiduciary net position of the Public Employees Retirement Association (PERA) and additions to/deductions from PERA's fiduciary net position have been determined on the same basis as they are reported by PERA except that PERA's fiscal year end is June 30. For this purpose, plan contributions are recognized as of employer payroll paid dates and benefit payments and refunds are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Q. RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

EXPLANATION OF CERTAIN DIFFERENCES BETWEEN THE GOVERNMENTAL FUND STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE AND THE GOVERNMENT-WIDE STATEMENT OF ACTIVITIES

The governmental fund statement of revenues, expenditures and changes in fund balance includes a reconciliation between *net changes in fund balance – total governmental funds* and *changes in net assets of governmental activities* as reported in the government-wide statement of activities. One element of that reconciliation explains that “governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense”. The details of this (\$92,568) difference is as follows:

Capital outlay	\$62,061
Depreciation / amortization expense	<u>(154,629)</u>
Net adjustment to decrease net changes in fund balance - total governmental funds to arrive at changes in net position of governmental activities	<u><u>(\$92,568)</u></u>

Another element of that reconciliation states that “some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds”. The details of this (\$3,329) difference is as follows:

Compensated absences:	
At December 31, 2015	\$27,630
At December 31, 2016	<u>(30,959)</u>
Net adjustments to increase net changes in fund balance - total governmental funds to arrive at changes in net position of governmental activities	<u><u>(\$3,329)</u></u>

Note 2 DEPOSITS AND INVESTMENTS

A. DEPOSITS

In accordance with Minnesota Statutes, the Commission maintains deposits at depository banks authorized by the Commission’s Board, all of which are members of the Federal Reserve System.

Minnesota Statutes require that all of the Commission’s deposits be protected by insurance, surety bond, or collateral. The market value of collateral pledged must equal 110% of the deposits not covered by insurance or bonds.

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Minnesota Statutes require that securities pledged as collateral be held in safekeeping by the Commission's Treasurer or in a financial institution other than that furnishing the collateral. Authorized collateral includes the following:

- a) United States government treasury bills, treasury notes and treasury bonds;
- b) Issues of United States government agencies and instrumentalities as quoted by a recognized industry quotation service available to the government entity;
- c) General obligation securities of any state or local government with taxing powers which is rated "A" or better by a national bond rating service, or revenue obligation securities of any state or local government with taxing powers which is rated "AA" or better by a national bond rating service;
- d) General obligation securities of a local government with taxing powers may be pledged as collateral against funds deposited by that same local government entity;
- e) Irrevocable standby letters of credit issued by Federal Home Loan Banks to a municipality accompanied by written evidence that the bank's public debt is rated "AA" or better by Moody's Investors Service, Inc. or Standard & Poor's Corporation; and
- f) Time deposits that are fully insured by the any federal agency.

Custodial Credit Risk – Deposits: Custodial credit risk is the risk that in the event of a bank failure, the Commission's deposits may not be returned to it.

At December 31, 2016 the carrying amount and bank balance of the Commission's deposits was \$5,000. The entire bank balance was covered by federal depository insurance.

B. INVESTMENTS

Minnesota Statutes authorize the Commission to invest in the following:

- a) Direct obligations or obligations guaranteed by the United States or its agencies, its instrumentalities or organizations created by an act of congress, excluding mortgage-backed securities defined as high risk.
- b) Shares of investment companies registered under the Federal Investment Company Act of 1940 and whose only investments are in securities described in (a) above, general obligation tax-exempt securities, or repurchase or reverse repurchase agreements.
- c) Obligations of the State of Minnesota or any of its municipalities as follows:
 - 1) any security which is a general obligation of any state or local government with taxing powers which is rated "A" or better by a national bond rating service;
 - 2) any security which is a revenue obligation of any state or local government with taxing powers which is rated "AA" or better by a national bond rating service; and
 - 3) a general obligation of the Minnesota Housing Finance Agency which is a moral obligation of the State of Minnesota and is rated "A" or better by a national bond rating agency.

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- d) Bankers acceptances of United States banks.
- e) Commercial paper issued by United States corporations or their Canadian subsidiaries, of the highest quality, and maturing in 270 days or less.
- f) Repurchase or reverse repurchase agreements with banks that are members of the Federal Reserve System with capitalization exceeding \$10,000,000; a primary reporting dealer in U.S. government securities to the Federal Reserve Bank of New York; certain Minnesota securities broker-dealers; or, a bank qualified as a depositor.
- g) General obligation temporary bonds of the same governmental entity issued under section 429.091, subdivision 7; 469.178, subdivision 5; or 475.61, subdivision 6.

As of December 31, 2016, the Commission had the following investments and maturities:

<u>Investment Type</u>	<u>Maturity</u>	<u>Fair Value</u>
External investment pool	N/A	<u>\$2,015,279</u>

A reconciliation of cash and investments as shown on the statement of net position is as follows:

Deposits	\$5,000
Petty cash	662
Investments	<u>2,015,279</u>
	<u>\$2,020,941</u>

The Commission categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. The hierarchy has three levels. Level 1 investments are valued using inputs that are based on quoted prices in active markets for identical assets; Level 2 investments are valued using inputs that are based on quoted prices for similar assets or inputs that are observable, either directly or indirectly; Level 3 investments are valued using inputs that are unobservable.

The Commission had no recurring fair value measurements as of December 31, 2016. Investments as of December 31, 2016 were as follows.

Investments at amortized cost:	
External investment pool - 4M Fund	<u>\$2,015,279</u>

C. INVESTMENT RISKS

Interest rate risk – Interest rate risk is the risk that changes in the interest rates of debt investments could adversely affect the fair value of an investment. The Commission does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

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Credit risk – Credit risk is the risk that an issuer or other counterparty to an investment will be unable to fulfill its obligation to the holder of the investment. State law limits investments in municipal bonds to those rated “A” or better by a national bond rating service for general obligation and rated “AA” or better for a revenue obligation. Mutual funds or money market funds are limited to those investments that are restricted to securities described in MS 118A.04. The Commission follows State Statutes in regards to credit risk of investments. The Commission does not have a formal investment policy which places further restrictions on investment options.

The Commission’s external investment pool investment is with the 4M Fund which is regulated by Minnesota Statutes and the Board of Directors of the League of Minnesota Cities. The 4M Fund is an unrated pool and the fair value or the position in the pool is the same as the value of pool shares. The pool is managed to maintain a portfolio weighted average maturity of no greater than 60 days and seeks to maintain a constant net asset value (NAV) per share of \$1. The pool measures their investments in accordance with Government Accounting Standards Board Statement No. 79, at amortized cost.

The 4M Liquid Asset Fund has no redemption requirements.

Custodial credit risk – For investments in securities, custodial credit risk is the risk that in the event of a failure of the counterparty to a transaction, the Commission will not be able to recover the value of its investment securities that is in the possession of an outside party. The Commission does not have a formal investment policy which addresses custodial credit risk. As of December 31, 2016 \$2,015,279 of the Commission’s investments are invested in external investment pools. Investments in external investment pools and money markets are not evidenced by securities that exist in physical or book entry form, and therefore are not subject to custodial credit risk disclosures.

Concentration of credit risk – Concentration of credit risk is the risk of loss that may be attributed to the magnitude of the Commission’s investment in a single issuer. The Commission places no limit on the amount the Commission may invest in any one issuer.

Note 3 RECEIVABLES

All receivables are expected to be collected within one year of December 31, 2016.

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Note 4 CAPITAL ASSETS

Capital asset activity for the year ended December 31, 2016 is as follows:

Primary Government	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
Governmental activities:				
Capital assets, not being depreciated:				
Land	\$66,131	\$ -	\$ -	\$66,131
	<u>66,131</u>	<u>0</u>	<u>0</u>	<u>66,131</u>
Capital assets, being depreciated:				
Building	1,064,667	-	-	1,064,667
Equipment	875,576	62,061	(49,184)	888,453
Intangible-website	27,999	-	-	27,999
Total capital assets, being depreciated	<u>1,968,242</u>	<u>62,061</u>	<u>(49,184)</u>	<u>1,981,119</u>
Less accumulated depreciation for:				
Building	356,728	27,299	-	384,027
Equipment	483,428	120,330	(31,417)	572,341
Intangible-website	583	7,000	-	7,583
Total less accumulated depreciation	<u>840,739</u>	<u>154,629</u>	<u>(31,417)</u>	<u>963,951</u>
Total capital assets being depreciated - net	<u>1,127,503</u>	<u>(92,568)</u>	<u>(17,767)</u>	<u>1,017,168</u>
Governmental activities capital assets - net	<u>\$1,193,634</u>	<u>(\$92,568)</u>	<u>(\$17,767)</u>	<u>\$1,083,299</u>

Depreciation and amortization expense was charged to functions/programs of the primary government as follows:

Governmental activities:	
General government	<u>\$154,629</u>

Note 5 LONG-TERM DEBT

CHANGE IN LONG-TERM LIABILITIES

Long-term liability activity for the year ended December 31, 2016, was as follows:

	<u>Balance 1/1/16</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance 12/31/16</u>	<u>Due Within One Year</u>
Governmental activities:					
Compensated absences payable	<u>\$27,630</u>	<u>\$33,859</u>	<u>(\$30,530)</u>	<u>\$30,959</u>	<u>\$23,219</u>

It is not practicable to determine the specific year for payment of long-term accrued compensated absences.

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Note 6 FRANCHISE FEES

The Commission receives franchise fees equal to five percent of the cable company's annual gross revenue. These revenues are to be considered compensation for the use of the member municipalities' public property.

The cable company considers their gross revenue to be trade secret information not for public disclosure. Accordingly, cable company gross revenue amounts are not disclosed in these financial statements. In accordance with the franchise agreement \$1,063,320 was recognized as earned franchise fees for the Commission. Franchise fees earned but not received at December 31, 2016 were \$419,827.

Note 7 DEFINED BENEFIT PENSION PLANS

A. PLAN DESCRIPTION

The Commission participates in the following cost-sharing multiple-employer defined benefit pension plans administered by the Public Employees Retirement Association of Minnesota (PERA). PERA's defined benefit pension plans are established and administered in accordance with Minnesota Statutes, Chapters 353 and 356. PERA's defined benefit pension plans are tax qualified plans under Section 401 (a) of the Internal Revenue Code.

General Employees Retirement Fund (GERF)

All full-time and certain part-time employees of the Commission are covered by the General Employees Retirement Fund (GERF). GERF members belong to either the Coordinated Plan or the Basic Plan. Coordinated Plan members are covered by Social Security and Basic Plan members are not. The Basic Plan was closed to new members in 1967. All new members must participate in the Coordinated Plan.

B. BENEFITS PROVIDED

PERA provides retirement, disability, and death benefits. Benefit provisions are established by state statute and can only be modified by the state legislature.

Benefit increases are provided to benefit recipients each January. Increases are related to the funding ratio of the plan. Members in plans that are at least 90 percent funded for two consecutive years are given 2.5% increases. Members in plans that have not exceeded 90% funded, or have fallen below 80%, are given 1% increases.

The benefit provisions stated in the following paragraphs of this section are current provisions and apply to active plan participants. Vested, terminated employees who are entitled to benefits but are not receiving them yet are bound by the provisions in effect at the time they last terminated their public service.

GERF Benefits

Benefits are based on a member's highest average salary for any five successive years of allowable service, age, and years of credit at termination of service. Two methods are used to compute benefits for PERA's Coordinated and Basic Plan members. The retiring member receives the higher of a step-rate benefit accrual formula (Method 1) or a level accrual formula (Method 2). Under Method 1, the annuity accrual

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rate for a Basic Plan member is 2.2% of average salary for each of the first ten years of service and 2.7% for each remaining year. The annuity accrual rate for a Coordinated Plan member is 1.2% of average salary for each of the first ten years and 1.7% for each remaining year. Under Method 2, the annuity accrual rate is 2.7% of average salary for Basic Plan members and 1.7% for Coordinated Plan members for each year of service. For members hired prior to July 1, 1989, a full annuity is available when age plus years of service equal 90 and normal retirement age is 65. For members hired on or after July 1, 1989, normal retirement age is the age for unreduced Social Security benefits capped at 66.

C. CONTRIBUTIONS

Minnesota Statutes Chapter 353 sets the rates for employer and employee contributions. Contribution rates can only be modified by the state legislature.

GERF Contributions

Basic Plan members and Coordinated Plan members were required to contribute 9.1% and 6.50%, respectively, of their annual covered salary in calendar year 2016. The Commission was required to contribute 11.78% of pay for Basic Plan members and 7.50% for Coordinated Plan members in calendar year 2016. The Commission's contributions to the GERF for the year ended December 31, 2016, were \$33,541. The Commission's contributions were equal to the required contributions as set by state statute.

D. PENSION COSTS

GERF Pension Costs

At December 31, 2016, the Commission reported a liability of \$608,963 for its proportionate share of the GERF's net pension liability. The Commission's net pension liability reflected a reduction due to the State of Minnesota's contribution of \$6 million to the fund in 2016. The State of Minnesota is considered a non-employer contributing entity and the state contribution meets the definition of a special funding situation. The State of Minnesota's proportionate share of the net pension liability associated with the commission totaled \$7,955. The net pension liability was measured as of June 30, 2016, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The Commission's proportion of the net pension liability was based on the Commission's contributions received by PERA during the measurement period for employer payroll paid dates from July 1, 2015, through June 30, 2016, relative to the total employer contributions received from all of PERA's participating employers. At June 30, 2016, the Commission's proportion was .0075% which was an increase of .0001% from its proportion measured as of June 30, 2015.

For the year ended December 31, 2016, the Commission recognized pension expense of \$38,773 for its proportionate share of the GERF's pension expense. In addition, the Commission recognized an additional \$2,372 as pension expense (and grant revenues) for its proportionate share of the State of Minnesota's contribution of \$6 million to the GERF.

QUAD CITIES CABLE COMMUNICATIONS COMMISSION
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At December 31, 2016 the Commission reported its proportionate share of the GERS's deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual economic experience	\$ -	\$49,470
Changes in actuarial assumptions	119,235	-
Difference between projected and actual investment earnings	115,583	-
Changes in proportion	3,716	98,647
Contributions paid to PERA subsequent to the measurement date	15,940	-
Total	<u>\$254,474</u>	<u>\$148,117</u>

\$15,940 reported as deferred outflows of resources related to pensions resulting from Commission contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended December 31, 2017. Other amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Year Ended December 31,</u>	<u>Pension Expense Amount</u>
2017	\$4,189
2018	4,189
2019	60,043
2020	21,996
2021	-
Thereafter	-

E. ACTUARIAL ASSUMPTIONS

The total pension liability in the June 30, 2016, actuarial valuation was determined using the following actuarial assumptions:

Inflation	2.50% per year
Active Member Payroll Growth	3.25% per year
Investment Rate of Return	7.50%

Salary increases were based on a service-related table. Mortality rates for active members, retirees, survivors and disabilitants were based on RP-2014 tables the GERS for males and females, as appropriate, with slight adjustments. Cost of living benefit increases for retirees are assumed to be one percent per year for all future years.

Actuarial assumptions used in the June 30, 2016, valuation were based on the results of actuarial experience studies. The most recent four-year experience study in the GERS was completed in 2015.

QUAD CITIES CABLE COMMUNICATIONS COMMISSION
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The following changes in actuarial assumptions occurred in 2016:

General Employees Fund

- The assumed post-retirement benefit rate was changes from 1.0% per year through 2035 and 2.5% per year thereafter to 1.0% per year for all future years.
- The assumed investment return was changed from 7.9% to 7.5%. The single discount rate was changed from 7.9% to 7.5%.
- Other assumptions were changed to pursuant to the experience study dated June 30, 2015. The assumed future salary increases, payroll growth, and inflation were decreased by 0.25% to 3.25% for payroll growth and 2.50% for inflation.

The State Board Investment, which manages the investments of PERA, prepares an analysis of the reasonableness on a regular basis of the long-term expected rate of return using a building-block method in which best-estimate ranges of expected future rates of return are developed for each major asset class. These ranges are combined to produce an expected long-term rate of return by weighting the expected future rates of return by the target asset allocation percentages. The target allocation and best estimates of geometric real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Domestic Stocks	45%	5.50%
International Stocks	15%	6.00%
Bonds	18%	1.45%
Alternative Assets	20%	6.40%
Cash	2%	0.50%
Total	100%	

F. DISCOUNT RATE

The discount rate used to measure the total pension liability in 2016 was 7.50%, a reduction from the 7.9% used in 2015. The projection of cash flows used to determine the discount rate assumed that contributions from plan members and employers will be made at rates set in Minnesota Statutes. Based on these assumptions, the fiduciary net position of the General Employees Fund was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

QUAD CITIES CABLE COMMUNICATIONS COMMISSION
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G. PENSION LIABILITY SENSITIVITY

The following presents the Commission's proportionate share of the net pension liability for all plans it participates in, calculated using the discount rate disclosed in the preceding paragraph, as well as what the Commission's proportionate share of the net pension liability would be if it were calculated using a discount rate 1 percentage point lower or 1 percentage point higher than the current discount rate:

	<u>1% Decrease in Discount Rate (6.5%)</u>	<u>Discount Rate (7.5%)</u>	<u>1% Increase in Discount Rate (8.5%)</u>
Commission's proportionate share of the GERF net pension liability	\$864,908	\$608,963	\$398,134

H. PENSION PLAN FIDUCIARY NET POSITION

Detailed information about each pension plan's fiduciary net position is available in a separately-issued PERA financial report that includes financial statements and required supplementary information. That report may be obtained on the Internet at www.mnpera.org.

Note 8 FUND BALANCE

At December 31, 2016, a summary of the governmental fund balance classifications are as follows:

	<u>General Fund</u>
Nonspendable for: Prepaid items	\$7,751
Unassigned	<u>2,392,578</u>
Total	<u><u>\$2,400,329</u></u>

Note 9 RISK MANAGEMENT

The Commission is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions and natural disasters for which the Commission carries commercial insurance policies. The Commission retains risk for the deductible portions of the insurance policies. The amount of these deductibles is considered immaterial to the financial statements.

There were no significant reductions in insurance from the previous year or settlements in excess of insurance coverage for any of the past three fiscal years.

Note 10 CONTINGENCIES

The Commission is not aware of any existing or pending lawsuits, claims or other actions in which the Commission is a defendant.

Note 11 RECENTLY ISSUED ACCOUNTING STANDARDS

The Governmental Accounting Standards Boards (GASB) recently approved the following statements which were not implemented for these financial statements:

Statement No. 73 *Accounting and Financial Reporting for Pensions and Related Assets That Are Not within the Scope of GASB Statement 68, and Amendments to Certain Provisions of GASB Statements 67 and 68.* The provisions in Statement 73 are effective for fiscal years beginning after June 15, 2015 – except those provisions that address employers and governmental nonemployer contributing entities for pensions that are not within the scope of Statement 68, which are effective for fiscal years beginning after June 15, 2016.

Statement No. 74 *Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans.* The provisions in Statement 74 are effective for fiscal years beginning after June 15, 2016.

Statement No. 75 *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions.* The provisions in Statement 75 are effective for fiscal years beginning after June 15, 2017.

Statement No. 80 *Blending Requirements for Certain Component Units.* The provisions of this Statement are effective for reporting periods beginning after June 15, 2016.

Statement No. 81 *Irrevocable Split-Interest Agreements.* The provisions of this Statement are effective for reporting periods beginning after December 15, 2016.

Statement No. 82 *Pension Issues – an amendment of GASB Statement No. 67, No. 68 and No. 73.* The provisions of this Statement are effective for reporting periods beginning after June 15, 2016, except for the requirements of this Statement for the selection of assumptions in a circumstance in which an employer's pension liability is measured as of a date other than the employer's most recent fiscal year-end. In that circumstance, the requirements for the selection of assumptions are effective for that employer in the first reporting period in which the measurement date of the pension liability is on or after June 15, 2017.

Statement No. 83 *Certain Asset Retirement Obligations.* The provisions of this Statement are effective for reporting periods beginning after June 15, 2018.

Statement No. 84 *Fiduciary Activities.* The provisions of this Statement are effective for reporting periods beginning after December 15, 2018.

Statement No. 85 *Omnibus 2017.* The provisions of this Statement are effective for reporting periods beginning after June 15, 2017.

The effect these standards may have on future financial statements is not determinable at this time.

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Note 12 CHANGE IN ACCOUNTING PRINCIPLE

For the year ended December 31, 2015, the Commission implemented GASB Statement No. 68, *Accounting and Financial Reporting for Pensions – an Amendment of GASB Statement No. 27*. GASB 68 addresses accounting and financial reporting for pension plans that are provided to employees of state and local governments. The standard requires the Commission to record its share of the net pension liability of defined benefit plans, as well as any corresponding deferred inflows and outflows of resources. See Note 7 for further information.

The standard required retroactive implementation which resulted in a restatement of net position as of December 31, 2014. Certain amounts necessary to fully restate 2014 financial information are not determinable, therefore, prior year comparative amounts have not been restated. Details of the prior period adjustment are as follows:

	<u>Governmental Activities</u>
Net position - January 1, 2015, as previously reported	\$2,409,439
Prior period adjustment:	
Deferred outflows of resources - pension related	15,052
Net pension liability	<u>(544,910)</u>
Net position - January 1, 2015, as restated	<u><u>\$1,879,581</u></u>

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REQUIRED SUPPLEMENTARY INFORMATION

QUAD CITIES CABLE
COMMUNICATIONS COMMISSION
 REQUIRED SUPPLEMENTARY INFORMATION
 BUDGETARY COMPARISON SCHEDULE - GENERAL FUND
 For The Year Ended December 31, 2016
 With Comparative Actual Amounts For The Year Ended December 31, 2015

Statement 6

	2016		Actual Amounts	Variance with Final Budget - Positive (Negative)	2015 Actual Amounts
	Budgeted Amounts				
	Original	Final			
Revenues:					
Franchise fees	\$874,248	\$874,248	\$1,063,320	\$189,072	\$1,040,623
PEG fees	437,125	437,125	531,661	94,536	521,986
Equipment and support grants	-	-	55,871	55,871	55,045
Investment income	100	100	2,710	2,610	223
Miscellaneous	2,500	2,500	35,008	32,508	63,939
Total revenues	<u>1,313,973</u>	<u>1,313,973</u>	<u>1,688,570</u>	<u>374,597</u>	<u>1,681,816</u>
Expenditures:					
General government:					
Salaries, taxes and benefits	767,366	767,366	661,025	106,341	627,768
Professional and franchise application fees	95,500	95,500	70,861	24,639	77,198
Repairs and maintenance	68,812	68,812	57,949	10,863	22,546
Supplies	7,000	7,000	7,247	(247)	6,571
Travel/conferences/continuing education	17,000	17,000	14,310	2,690	9,660
Mileage	7,200	7,200	6,117	1,083	6,572
Dues, subscriptions and printing	27,277	27,277	23,863	3,414	3,823
Insurance	9,000	9,000	7,695	1,305	8,427
Commission per diem	7,200	7,200	1,929	5,271	4,399
Utilities	37,912	37,912	28,829	9,083	26,822
Advertising	6,850	6,850	6,675	175	6,253
Equipment purchases	41,000	41,000	51,994	(10,994)	189,613
Web hosting	19,830	19,830	15,290	4,540	13,316
Meals and lodging	3,500	3,500	1,707	1,793	753
Vehicle maintenance	11,500	11,500	7,097	4,403	5,135
Car allowance	3,000	3,000	3,000	-	3,000
Computer software and equipment	-	-	-	-	26,148
Miscellaneous	8,492	8,492	1,485	7,007	2,316
Capital outlay:	-	-	62,061	(62,061)	339,739
Total expenditures	<u>1,138,439</u>	<u>1,138,439</u>	<u>1,029,134</u>	<u>109,305</u>	<u>1,380,059</u>
Revenues over expenditures	<u>\$175,534</u>	<u>\$175,534</u>	659,436	<u>\$483,902</u>	301,757
Fund balance - January 1			1,740,893		1,439,136
Fund balance - December 31			<u>\$2,400,329</u>		<u>\$1,740,893</u>

QUAD CITIES CABLE
COMMUNICATIONS COMMISSION

Statement 7

REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF PROPORTIONATE SHARE OF NET PENSION LIABILITY* -
GENERAL EMPLOYEES RETIREMENT FUND
For The Year Ended December 31, 2016

Measurement Date	Fiscal Year Ending	Commission's Proportionate (Percentage) of the Net Pension Liability	Proportionate Share (Amount) of the Net Pension Liability (a)	State's Proportionate Share (Amount) of the Net Pension Liability Associated with Commission (b)	Commission's Proportionate Share of the Net Pension Liability and the State's Proportionate Share of the Net Pension Liability Associated with Commission (a+b)	Covered Payroll (c)	Commission's Proportionate Share of the Net Pension Liability as a Percentage of its Covered Payroll ((a+b)/c)	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
6/30/15	12/31/15	0.0074%	\$383,506	\$ -	\$383,506	\$432,343	88.7%	78.2%
6/30/16	12/31/16	0.0075%	608,963	7,955	616,918	463,120	133.2%	68.9%

* The schedule is provided prospectively beginning with the Commission's fiscal year ended December 31, 2015 and is intended to show a ten year trend. Additional years will be reported as they become available.

**QUAD CITIES CABLE
COMMUNICATIONS COMMISSION**

Statement 8

REQUIRED SUPPLEMENTARY INFORMATION

SCHEDULE OF PENSION CONTRIBUTIONS* - GENERAL EMPLOYEES RETIREMENT FUND

For The Year Ended December 31, 2016

Fiscal Year Ending	Statutorily Required Contribution (a)	Contributions in Relation to the Statutorily Required Contribution (b)	Contribution Deficiency (Excess) (a-b)	Covered Payroll (c)	Contributions as a Percentage of Covered Payroll (b/c)
12/31/2015	\$33,988	\$33,988	\$0	\$453,177	7.5%
12/31/2016	33,541	33,541	-	447,213	7.5%

* The schedule is provided prospectively beginning with the Commission's fiscal year ended December 31, 2015 and is intended to show a ten year trend. Additional years will be reported as they become available.

QUAD CITIES CABLE COMMUNICATIONS COMMISSION
REQUIRED SUPPLEMENTARY INFORMATION
NOTES TO RSI
December 31, 2016

Note A LEGAL COMPLIANCE – BUDGETS

The General Fund budget is legally adopted on a basis consistent with accounting principles generally accepted in the United States of America. The legal level of budgetary control is at the fund level for the General Fund.

Note B PENSION INFORMATION

PERA – General Employees Retirement Fund

2016 Changes

Changes in Actuarial Assumptions:

- The assumed post-retirement benefit increase rate was changed from 1.0% per year through 2035 and 2.5% per year thereafter to 1.0% per year for all future years.
- The assumed investment return was changed from 7.9% to 7.5%. The single discount rate was changed from 7.9% to 7.5%.
- Other assumptions were changed pursuant to the experience study dated June 30, 2015. The assumed future salary increases, payroll growth, and inflation were decreased by 0.25% to 3.25% for payroll growth and 2.50% for inflation.

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OTHER REPORTS

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REPORT ON INTERNAL CONTROL

To the Honorable Members and Management of
Quad Cities Cable Communications Commission
Champlin, Minnesota

In planning and performing our audit of the financial statements of the governmental activities and each major fund of Quad Cities Cable Communications Commission as of and for the year ended December 31, 2016, in accordance with auditing standards generally accepted in the United States of America, we considered Quad Cities Cable Communications Commission's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Quad Cities Cable Communications Commission's internal control. Accordingly, we do not express an opinion on the effectiveness of Quad Cities Cable Communications Commission's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. Given those limitations during our audit, we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

This communication is intended solely for the information and use of management, Quad Cities Cable Communications Commission's Board, and others within the organization, and is not intended to be, and should not be, used by anyone other than these specified parties.

Redpath and Company, Ltd.

REDPATH AND COMPANY, LTD.
St. Paul, Minnesota

April 24, 2017

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MINNESOTA LEGAL COMPLIANCE REPORT

To the Honorable Members of
Quad Cities Cable Communications Commission
Champlin, Minnesota

We have audited, in accordance with auditing standards generally accepted in the United States of America, the financial statements of the governmental activities and each major fund of Quad Cities Cable Communications Commission, as of and for the year ended December 31, 2016, and the related notes to the financial statements, which collectively comprise the Quad Cities Cable Communications Commission's basic financial statements, and have issued our report thereon dated April 24, 2017.

The *Minnesota Legal Compliance Audit Guide for Other Political Subdivisions*, promulgated by the State Auditor pursuant to Minnesota Statutes Section 6.65, contains six categories of compliance to be tested: contracting and bidding, deposits and investments, conflicts of interest, claims and disbursements, miscellaneous provisions, and tax increment financing. Our audit considered all of the listed categories except that we did not test for compliance with the provisions for contracting and bidding and tax increment financing because Quad Cities Cable Communications Commission has no applicable contracts or tax increments.

In connection with our audit, nothing came to our attention that caused us to believe that Quad Cities Cable Communications Commission failed to comply with the provisions of the *Minnesota Legal Compliance Audit Guide for Other Political Subdivisions*. However, our audit was not directed primarily toward obtaining knowledge of such noncompliance. Accordingly, had we performed additional procedures, other matters may have come to our attention regarding the Quad Cities Cable Communications Commission's noncompliance with the above referenced provisions.

This report is intended solely for the information and use of those charged with governance and management of Quad Cities Cable Communications Commission and the State Auditor and is not intended to be and should not be used by anyone other than these specified parties.

Redpath and Company, Ltd.

REDPATH AND COMPANY, LTD.
St. Paul, Minnesota

April 24, 2017

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5.2 Camera Purchase

May 10, 2017

To: Commissioners

From: Karen George, Executive Director

Subject: City Hall HD Upgrades – PTZ Camera Proposal

General Overview:

Broadcast Systems Equipment at City Hall

The first phase or step of the upgrade plan is to purchase and install four HD cameras for each of the four city council chambers. The cameras are remote controlled robotic Pan-Tilt-Zoom-Focus known as PTZ cameras. The four main video switchers - Rushworks VDesk units were purchased in December of 2014 and are HD ready.

Requested Camera Purchase:

Request the purchase of 16 Panasonic AW-UE70 PTZ cameras from iSpace Environments, Inc. under MN State Contract Pricing for \$83,929.76¹. QCTV staff, with assistance from a city public works or other appropriate city employee, will coordinate and install the new cameras. Further request a contingency for each city for possible problems such as, but not limited to, wiring or other infrastructure not being HD capable and needing replacement of existing camera wall/ceiling mounts if they are not compatible with the new cameras.

Criteria used to select cameras (see attached spreadsheet):

1. Must have as much optical zoom capability as current cameras. 12x or more needed.
2. Must have HD-SDI video output on BNC.
3. Must have compatible camera control with current system.
4. Must provide a good picture under a range of lower light to bright light conditions.
5. Should have Reference video sync input.
6. Should have network video and control interface with the option to use PoE+ to power cameras.
7. Would be nice to have a mechanical ND (neutral density) filter on lens.

Sony BRC-H800 alternative would cost \$120,160.00 total and would not provide an ND filter.

JVC KY-PZ100B alternative would cost \$48,288.00 total and would not provide a Reference video input or an ND filter.

¹ Per contract, "Prices are FOB Destination, freight prepaid and allowed (the Contract Vendor **is not** allowed to invoice freight charge."

Action Requested:

Approve Capital purchase of 16 Panasonic AW-UE70 cameras for \$83,929.76 +/-5%.

Approve expenditure of up to \$5,000.00 for unanticipated installation cost at city halls.

Option – Request more information. – Delay purchase.

Consultant Contract:

The June Commission meeting is cancelled. Staff is finalizing the Request for Proposal (RFP) and replies are expected prior to the July Commission meeting. Staff requests that the Executive Committee take action for expediency of the project.

Action Requested:

Authorize Executive Committee to take action on consultant contract for auxiliary city hall upgrades.

Option – Consultant contract review/ action at future Commission meeting.

Make	Model	Optical Zoom	Chip Size	Chip 1 or 3	Type	HD-SDI out*	Ref. In	Power	Ethernet	Camera Control	Resolution	Aprox. Price		ND Filter	iSpace Environ-ments	Tierney Brothers, Inc.	Marco Technolog-ies, LLC.
Panasonic	AW-HE130	20	1/3"	3	3-MOS	BNC	BNC	PoE+	Yes	232 & 422	1080p/60	\$8,655	Pan: ±175° Tilt: +210°/-30°	Yes			
Video signal to noise ratio of 60dB (F8/2000lx; minimum illumination; 2.0 1x)																	
Panasonic	AW-UE70	20	1/2.3"	1		BNC	BNC	PoE+	Yes	232 & 422	4k/1080i	\$5,850 list	Pan: ±170° Tilt: +90°/-30°	Yes	\$5,245.61		
0.7 lx (50 IRE, F1.8, 48 dB, 1/60 without accumulation)																	
Sony	BRC-H900	14	1/2"	3	3 CMOS	BNC	BNC	12v	no	RS-232C/RS-422 (VISC	1080i	\$8,500		no			
Video signal to noise ratio 50dB 4 lx (F1.9 +24dB) Minimum illumination																	
Sony	BRC-H800	12	1"	1	Exmor CMOS	BNC*	BNC	PoE+	yes	RS-422(VISCA) / VISCA	1080i	\$8,999 List	Pan: ±170° Tilt: +90°/-30°	no			\$7,510.00
Minimum Illumination (50IRE) 1.7 lux (50IRE, F2.8, 1/30s, Max.Gain)																	
Sony	BRC-X1000	12	1"	1	Exmor CMOS	BNC*	BNC	PoE+	yes	RS-422	4k/1080i	\$11,499	Pan: ±170° Tilt: +90°/-30°	no			
Minimum Illumination (50IRE) 1.7 lux (50IRE, F2.8, 1/30s, Max.Gain)																	
Sony	EVI-D70	18	1/4"	1?	CCD	SD	no	12v	no	RS-232C(VISCA) RS-422 (VISCA)				no			
Sony	BRC-300P	12	1/4.7"	3	HAD CCD	SD	BNC	12v	no	RS-232C/RS-422 (VISC				no			
OLD SD cameras (Ramsey)																	
JVC	[KY-PZ100B] Black [KY-PZ100W] White	30	1/2.8"		CMOS	BNC*	no	PoE+	Yes	RS232C RS-422	1080p, 1080i,	\$3,550 List	Pan: ±175° Tilt: +90°/-30°	no			\$3,018.00
Video signal to noise 50dB High sensitive mode OFF :0.2 lx																	
*(SONY) OSD has Separate HD-SDI Output *(JVC) Wireless Video Streaming with USB device.																	