Quad Cities Cable Communications Commission

Anoka City Hall – Council Chambers
November 19, 2026, 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 minutes from September 17, 2026 Commission meeting
     - 4.1.2. Approval of minutes from October 8, 2026 Work session
   - 4.2. Treasurer
     - 4.2.1. August and September Financial Reports
   - 4.3. Interim Executive Director
5. **General Business**
   - 5.1. Executive Director Wage Scale
   - 5.2. 2027 Operating Budget and 5-Year Capital Plan
   - 5.3. CIP Request – Producer Computers
   - 5.4. Other
6. **Adjourn**

MINUTES OF THE REGULAR MEETING OF SEPTEMBER 17, 2026

CALL TO ORDER – 1

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

ROLL CALL– 2

Commissioners present were: Erik Skogquist, Anoka; Brian Hagen, Ramsey; Dan Specht, Ramsey; Sarah Cotton, Andover; Jamie Barthel, Andover; and Jenny Max, Champlin.

Commissioners absent: Greg Lee, Anoka; and Jessica Tesdall, Champlin.

Others present included Pat Cook, Interim Executive Director; and Ryan Musch-Pearce, Production Manager.

APPROVAL OF AGENDA – 3

Motion was made by Max and seconded by Hagen to approve the agenda as presented.

6 ayes – 0 nays. Motion carried.

ADMINISTRATIVE REPORTS – 4

4.1 Secretary

4.1.1. Approval of meeting minutes from March 10, 2026 Executive Committee meeting

4.1.2. Approval of meeting minutes from March 19, 2026 Commission meeting

4.1.3. Approval of meeting minutes from March 19, 2026 Worksession

4.1.4. Approval of meeting minutes from May 18, 2026 Executive Committee meeting

4.1.5. Approval of meeting minutes from May 28, 2026 Executive Committee meeting

4.1.6. Approval of meeting minutes from June 2, 2026 Executive Committee meeting

4.1.7. Approval of meeting minutes from July 6, 2026 Executive Committee meeting

4.1.8. Approval of meeting minutes from July 16, 2026 Executive Committee meeting

4.1.9. Approval of meeting minutes from July 31, 2026 Commission meeting

Motion was made by Hagen and seconded by Cotton to approve the March 10, 2026 Executive Committee, March 19, 2026 Commission meeting, March 19, 2026 Worksession, May 18, 2026 Executive Committee, May 28, 2026 Executive Committee, June 2, 2026 Executive Committee, July 6, 2026 Executive Committee, July 16, 2026 Executive Committee, and July 31, 2026 Commission meeting minutes as presented.

6 ayes – 0 nays. Motion carried.

4.2 Treasurer

4.2.1. February, March, April, May, June, and July Financial Reports

Commissioner Skogquist provided a brief overview of the financial reports. He noted that assets continue to draw down and income continues to decrease. He stated that the interest income is showing less than the actual figures and noted that he would follow up on that item.

Motion was made by Max and seconded by Skogquist to accept the February, March, April, May, June, and July Financial Reports.

6 ayes – 0 nays. Motion carried.

4.3 Executive Director

Mr. Cook provided a brief overview of his written report, noting the receipt of recent awards and other nominations that have been received for upcoming awards. He also provided information on recent program changes and podcasts.

Commissioner Specht asked for information on the awards received.

Mr. Cook provided additional details on the two recent awards received.

GENERAL BUSINESS – 5

5.1 Liability Waiver

Mr. Cook stated that this is an annual action of the Commission to approve the decision not to waive the monetary limits on municipal tort liability.

Chair Barthel noted that all of the member cities also pass similar actions each year.

Motion was made by Hagen and seconded by Cotton to approve the designation that QCCCC does not waive the monetary limits on municipal tort liability established by Minnesota Statutes 466.04.

6 ayes – 0 nays. Motion carried.

5.2 2027 Operating Budget and 5-Year Capital Plan

Mr. Cook stated that with the retirement of the former Executive Director, he prepared the budget this year, noting his experience in assisting to prepare the previous budgets. He stated that with the continued search for an Executive Director, he prepared a draft budget with no extreme changes from the previous year. He recognized that the draft budget does end in a deficit, noting that once a new Executive Director is on board, they could further review the budget and make an amendment necessary as they move forward.

Commissioner Skogquist recognized the continued decrease in PEG fees and stated that income continues to decrease while expenditures increase. He noted that there is a proposed action to adopt the budget, with an alternative action that would direct staff to work towards budget targets and bring that back at the November meeting. He stated that he believes there is more work to do to figure this out in the long run and did not want to put all of that on a new Executive Director. He did not feel comfortable adopting a budget that would end by $300,000 in the negative. He suggested that this be pushed to the Executive Committee to further review the draft budget and suggest any potential adjustments for the short-term, recognizing that they would still most likely review the budget again at the beginning of 2027.

Commissioner Max stated that she shares similar thoughts to Commissioner Skogquist. She appreciated the work that Mr. Cook has done to prepare the draft. She suggested that either a Commission Worksession or an Executive Committee meeting be held to further review options.

Commissioner Specht agreed that he would not want to approve a budget in the negative and would be comfortable with the Executive Committee holding a meeting to determine any changes that can be made. He stated that he would not want to present this budget to a new Executive Director to fix right when they start.

Chair Barthel agreed. He agreed that it would be helpful to have the financial expertise of some of the members of the Commission. He was open to a meeting of the full Commission in a worksession or the Executive Committee.

Commissioner Skogquist stated that he would agree this should be a discussion of the full Commission in a worksession.

Motion was made by Skogquist and seconded by Hagen to postpone consideration of the 2027 operating budget and five-year CIP with direction for staff to schedule a worksession on this topic, with formal consideration to occur at the November Commission meeting.

Further discussion: Chair Barthel asked and received confirmation from staff that a decision could be made on the budget at the November Commission meeting. He suggested that staff attempt to schedule a worksession for the beginning of October, so there would be time to hold a second worksession if that is needed.

6 ayes – 0 nays. Motion carried.

5.3 Executive Director Recruitment

Commissioner Hagen stated they would like to repost for the Executive Director position later this year, in an attempt to have them come on board in early 2027. He stated that Ramsey determined that much of the work from the first recruitment cycle is transferable to another recruitment cycle, so the proposal was submitted in the amount of $5,000 as a base fee and the same additional charges that were included in the first proposal, which would cover items such as background checks and additional advertising expenses.

Commissioner Max asked if there is an expected timing for when that process would begin.

Commissioner Hagen stated that the intent would be to post the position in October. He did not believe they would be able to receive applications and interview in time for the November meeting and would therefore aim for an action by the Commission to be considered at the January meeting. He asked Mr. Cook to provide additional information about the supplemental recruitment.

Mr. Cook stated that the thought behind that is that there are some community television people in the industry who may be able to provide more targeted marketing for the position. He stated that because they would achieve some savings through the proposal submitted by Ramsey, that would make more funding available to utilize some additional opportunities that could potentially reach community television candidates.

Commissioner Hagen asked if they would do any other organizing behind the process or whether they would just be reaching out to the individuals.

Mr. Cook explained that they would utilize the network/group to find specific candidates that may fly under the radar in the posting they would do. He stated that the intention was to find someone more in tune with community television and believed that would be a good use of the savings they would have from this process.

Chair Barthel asked if the $5,000 would be to send out emails or whether there would be additional costs when/if people apply.

Mr. Cook stated that his thoughts were to use that resource to find more candidates and noted that the additional details could be determined.

Chair Barthel stated that he could support supplemental assistance but does not want to pay $5,000 for someone to make some calls or send some emails. He stated that he would like to see more details on services that would be provided and perhaps something where they would get $100 for every candidate that applies.

Commissioner Max stated that she would be supportive of the concept if it were done in partnership with the City of Ramsey as part of the recruitment, with Ramsey staff working with Mr. Cook on his ideas. She stated that they could then authorize up to $5,000, should that work with Ramsey's HR department.

Mr. Cook agreed that would be his intent. He stated that he would provide Ramsey with some contacts and Ramsey could speak with those people. He stated that the intention would be to try to find the best fit for the position nationwide.

Motion was made by Skogquist and seconded by Max to approve the authorization of the Executive Committee to act on behalf of the Commission on matters related to the Executive Director recruitment, hiring, and onboarding; direction to execute a contract with the City of Ramsey for Human Resources services; and appointment of the Ramsey City Administrator as the key contract for recruitment inquiries; and increasing the Ramsey contract amount from $11,800 to $16,800, noting that $5,000 is discretionary as discussed.

6 ayes – 0 nays. Motion carried.

Chair Barthel thanked the City of Ramsey and Commissioner Hagen for continuing to assist with this process.

5.4 Election Forum Discussion

Chair Barthel provided background information noting that prior to 2020, the forums were held for city and mayoral candidates in their Council Chambers. He stated that in 2020, the decision was made to move the forums to QCTV where they could control how many people attended and how far candidates were spaced apart. He stated that COVID has passed and he would like to consider whether they should move the forums back to the Council Chambers and allow audience members again. He recognized that they would not make changes for 2026 but would like to consider moving the forums back to the Council Chambers going forward.

Commissioner Specht stated that he believes strongly in moving the forums back to the city halls. He also believed that they should allow residents to attend and view the forum firsthand.

Commissioner Skogquist stated that there are different organizations that put the forums on, and everyone has their own volunteer base and style. She commented that if an organization is doing multiple forums, sometimes it is difficult for them to have enough volunteers to attend four forums, noting that if they choose to host at QCTV, the same volunteers could do multiple forums in one night. He suggested that they leave the decision up to the city and sponsoring organization as to whether they would like to hold the forum at QCTV or in the Council Chambers.

Commissioner Max asked for the perspective of staff and whether they have a preference.

Mr. Cook commented that they would have equipment set up in either location. He commented that while it is more staff-intensive at the QCTV studio, that location also provides for better quality and audio.

Mr. Musch-Pearce stated that he also does not see much of a difference in those locations. He commented that one benefit of having candidates come into the studio is that it increased awareness of QCTV.

Commissioner Specht commented that his first election was a special election with the School Board election, so the decision was made for him and the other candidate to go to the School Board location for a forum. He believed that they should factor in common sense for smaller races and determining the most convenient location, but believed that the public should still be able to attend. He stated that for typical city elections, they should go to the member city Council Chambers.

Chair Barthel used the scenario that the cities get to decide and asked who would make the decision for the city, and whether there is an advantage in having it at QCTV versus the Council Chambers. He stated that if he is debating someone

and is put in his chair at the Council Chambers, he is comfortable there and would seem to have an advantage. He stated that if both candidates are not incumbents, then there would not seem to be an advantage.

Commissioner Skogquist stated that the sponsoring organization would be a large part of the decision, as they are hosting and putting the effort in. He believed that is the primary way that is decided. He stated that perhaps the default is for the hosting organization to choose, and then if a city does not agree, they can have that discussion with the organization. He stated that he does not want QCTV to decide and arbitrate and simply allow the choice of location between QCTV and the member city. He stated that perhaps Ramsey can provide more information on how it chose to return to open forums.

Commissioner Specht stated that the City Council as a whole made a choice, with feedback from the candidates, that they would like the opportunity to have an audience.

Chair Barthel stated that it seems there is agreement that the member city can choose between having a forum at QCTV or in the Council Chambers.

Commissioner Hagen asked if each city would be responsible for finding a partnering organization.

Chair Barthel suggested that for now they move forward with allowing the city to decide. He suggested that they schedule a worksession to continue to discuss this topic.

Motion was made by Cotton and seconded by Skogquist to allow cities to choose whether to host their forum at QCTV or in their Council Chambers, beginning in 2027.

Further discussion: Commissioner Specht stated that he will be opposing this, as he would like to see consistency and believed that this provides too much control for incumbents. He believed that QCTV should take a stand in stating that these forums remain open.

Commissioner Max asked and received clarification that Commissioner Specht would like to see all four cities make a consistent decision.

Commissioner Specht stated that he believes allowing the city to make the choice gives incumbents too much control, as a seated member of the Council could choose not to have an audience because residents are currently upset with them.

Commissioner Max suggested that QCTV request a decision from cities at the beginning of 2027 to ensure a decision is not made in the midst of election pressure.

Commissioner Skogquist agreed that a due date should be set during a non-election year for the next two-year cycle. He stated that the motion could be amended to state that a city must make a decision on the forum location by July 30th of a year prior to an election.

Chair Barthel stated that there have been a lot of good ideas, but he does not want to rush anything. He noted that one option would be for everyone to vote no and simply bring this topic to the worksession to allow further decision and flesh out all the details. He recognized the point of Commissioner Specht that it would be unfair to allow someone to choose QCTV because the residents are upset with them, but he could also see the benefit in allowing a city to choose by a certain date.

Commissioner Max suggested that the motion be withdrawn.

Commissioner Cotton withdrew her motion, and Commissioner Skogquist agreed as the seconder.

Mr. Musch-Pearce stated that in a worksession, he can provide additional information on production as well.

Motion was made by Cotton and seconded by Hagen to add this item to the agenda for the next worksession for the Commission.

6 ayes – 0 nays. Motion carried.

5.5 CIP Request – Master Control Power

Mr. Cook stated that this project is a follow-up to a project that was completed in March. He stated that this request would allow an electrician to come and install the outlets that would be necessary to support the equipment. He noted that this funding would fall within the allotted amount for the overall project.

Motion was made by Skogquist and seconded by Hagen to authorize staff to hire Holton Electric to perform the work as described in *Quote 9145 – QCTV Additional Server Room Power*, for $2,860 plus ten percent for contingency, for an installation total not to exceed $3,146.

6 ayes – 0 nays. Motion carried.

5.6 Other

No comments.

ADJOURN – 6

Motion was made by Hagen and seconded by Max to adjourn the meeting.

6 ayes – 0 nays. Motion carried.

Time of adjournment 11:44 a.m.

Respectfully submitted,

Amanda Staple
Recording Secretary
TimeSaver Off Site Secretarial, Inc.

Reviewed for approval,

Patrick Cook
Interim Executive Director

MINUTES OF THE WORK SESSION OF
OCTOBER 8, 2026

CALL TO ORDER – 1

Chair Barthel called the meeting to order at 10:00 a.m. at the Ramsey City Hall.

ROLL CALL– 2

Commissioners present were: Erik Skogquist, Anoka (via Zoom); Greg Lee, Anoka; Brian Hagen, Ramsey; Dan Specht, Ramsey; Sarah Cotton, Andover; Jamie Barthel, Andover; and Jenny Max, Champlin.

Commissioners absent: Jessica Tesdall, Champlin.

Others present included Pat Cook, Interim Executive Director; Colleen Lasher, Ramsey Administrative Services Director; Leslie Sauer, QCTV Producer; and Ellen Stirzl, Attorney BGS.

APPROVAL OF AGENDA – 3

The agenda was approved.

BUDGET DISCUSSION – 4

Mr. Cook provided background information including budget models and the current proposed budget. He also displayed slides showing 2025 stats for the number of meetings QCTV produced for each city, a list of programs by type and quantity, total number of games produced from 2022 to 2025, and a breakdown of how many of each sport were produced.

Discussion included: What are the most important programs that QCTV produces; How much does each shot cost; and what is the most popular with viewers.

Mr. Cook indicated that QCTV was able to measure the viewership of live events on YouTube and the QCTV website as well as VOD viewers. He said we don't know what the Comcast viewership is.

Further discussion included the possibility of selling ads to cover production costs. Commissioner Hagen and Chair Barthel felt some groups and businesses would be willing to purchase ads or sponsorships

Other programming was discussed, including the importance of city meetings and other events, like parades, festivals, and concerts. Questions included how many people watch meetings.

Commissioner Specht asked about health insurance and if that was a place for potential savings. Mr. Cook explained that since open enrollment had begun, he had chosen the plan for 2027. He did indicate that the commission pays 100% of the premiums for employees and 75% of the premiums for dependents. He indicated that QCTV has a small group and that if participation is lost, it might cause the current insurance provider to drop coverage.

COLA was also discussed

The Commission directed staff to cut the part-time budget by at least half for 2027. To gather information on viewership.

EXECUTIVE DIRECTOR COMPENSATION - 5

Commissioner Hagen presented information on the new effort to recruit an Executive Director. He supplied an updated wage scale that increased the Executive Director compensation by 5% for each step.

Discussion included questions on the timing of the recruitment process, how long to keep it open, and whether to consider a flexible closing date for applications.

The consensus of the Commission was to increase the wage by five percent.

The consensus of the Commission was to post the position on October 16th with an open-to-fill. It was noted that there is a first review deadline for applications.

The Commission expressed thanks to the City of Ramsey for their assistance with this process.

ELECTION COVERAGE - 6

Chair Barthel asked to separate this discussion into two topics, the first related to the location and the second related to the moderator. He summarized the previous consensus of the Commission to allow forums to be held onsite, but the question

of how it would be decided whether a forum is onsite at the member City Hall or at QCTV. He noted background information from staff that the cost is less to have the forum at the member city halls and the cost is more to have the forum at QCTV.

There were questions from the Commission related to the number of forums for each city and the total number of nights.

Mr. Cook stated that the coverage can be produced with fewer people at the QCTV studio to reduce costs but noted that the most efficient option would be to produce the forum in the Council Chambers.

Chair Barthel asked if the cities should be allowed to make the choice or whether the Commission should make the choice for the cities. It was the consensus of the Commission to allow the cities to choose the location they would like. The Commission agreed that cities will still be held to taping forums only on one night to ensure that production costs do not increase.

Mr. Cook provided information on the additional election coverage that QCTV provides for North Metro Mayors and the League of Women Voters. He confirmed that if a City chooses to hold its forums at QCTV, production could be scaled back to reduce the cost.

The group continued discussing the pros and cons of each location, whether cities should control whether the forum is open to the public, and special elections. It was the consensus that cities must decide where they would like to hold their forums by January 31st.

Chair Barthel moved the discussion to the topic of moderators.

Mr. Cook provided background information on moderators that other similar stations use.

There was additional discussion on the different options for moderators and the pros and cons of having one moderator for all four cities to provide consistency or allowing each city to choose. QCTV staff provided additional background information on how previous forums have been coordinated and the coverage that is provided by QCTV.

It was the consensus that QCTV would provide one forum for each city and each city can choose its moderator. If other organizations would like to host forums, QCTV can provide that coverage at a cost.

ADJOURN – 7

Motion was made by Cotton and seconded by Specht to adjourn the meeting.

7 ayes – 0 nays. Motion carried.

Time of adjournment: 12:05 p.m.

Respectfully submitted,

Amanda Staple
Recording Secretary
TimeSaver Off Site Secretarial, Inc.

Reviewed for approval,

Pat Cook
Interim Executive Director

QCTV Bank Reconciliation

August 2026

Beginning Balance - 4M Statement	1,351,299.17
Less: Cleared Checks/Withdrawals	(90,464.19)
Plus: 4M Fund Interest	11,288.89
Plus: Bank Deposits/Credits	278,627.73
Bank Balance	**$1,550,751.60**
Book Balance	1,550,751.60
Adjusted Book Balance	**1,550,751.60**
Difference:	**$0.00**

Completed by: *AH*

Quad Cities Communications Commission

Bill Payment List
August 2026

Date	Num	Vendor	Amount
Quad Cities Commission			
08/07/2026	16033	Amazon Capital Services	-133.14
08/07/2026	16038	Lucky Klover, Inc.	-493.32
08/07/2026	16040	Xcel Energy	-1,671.85
08/07/2026	16034	AT&T Mobility	-387.30
08/07/2026	16036	City of Champlin	-567.56
08/07/2026	16037	HealthEquity Inc.	-281.05
08/07/2026	16032	ACE Solid Waste, Inc.	-114.11
08/07/2026	16035	City of Andover	-2,616.99
08/07/2026	16039	Maza Technologies, LLC	-1,767.40
08/07/2026	W D	PERA	-3,277.12
08/21/2026	16049	HealthPartners Inc	-2,626.58
08/21/2026	16050	James R. Erickson	-160.00
08/21/2026	16044	CenterPoint Energy	-45.99
08/21/2026	16052	The Lincoln National Life Ins. Co.	-219.98
08/21/2026	16042	B&H Photo-Video	-413.92
08/21/2026	16045	City of Andover	-2,932.77
08/21/2026	16051	Peter James Hayes	-265.00
08/21/2026	16055	Verizon	-120.03
08/21/2026	16046	Comcast Cable	-700.65
08/21/2026	16041	Amazon Capital Services	-419.85
08/21/2026	16053	Timesavers	-178.00
08/21/2026	16043	Barna, Guzy & Steffen, LTD	-1,621.50
08/21/2026	16048	HealthEquity Inc.	-300.80
08/21/2026	16047	Coordinated Business Systems, LTD	-361.61
08/21/2026	16054	U.S. Bank Corporate	-2,471.50
08/21/2026	W D	PERA	-3,315.71
Total for Quad Cities Commission			**-$27,463.73**

Quad Cities Communications Commission
Balance Sheet Summary
As of August 31, 2026

		Total
ASSETS		
Current Assets		
Bank Accounts - QCTV		1,538,252.86
- Google AdSense		150.16
- PayPay acct		119.46
- US Bank Reserve		5,000.00
- Petty Cash		0.00
- Investments		1,910,119.31
Accounts Receivable		0.00
Other current assets		0.00
Total Current Assets	**$**	**3,453,641.79**
Fixed Assets		0.00
TOTAL ASSETS	**$**	**3,453,641.79**
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		7,860.77
Other Current Liabilities		800.48
Total Current Liabilities	**$**	**8,661.25**
Equity		3,444,980.54
TOTAL LIABILITIES AND EQUITY	**$**	**3,453,641.79**

Quad Cities Communications Commission
Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L
January - December 2026

	Aug 2026				YTD			
	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget
Income								
Duplication Revenue		$ 8.33	$ (8.33)	0.00%	$ 561.22	$ 100.00	$ 461.22	561.22%
Equipment Grant		6,020.83	(6,020.83)	0.00%	72,619.06	72,250.00	369.06	100.51%
Franchise Fees	182,612.07	63,000.00	119,612.07	289.86%	370,765.11	756,000.00	(385,234.89)	49.04%
Interest Income	17,169.16	12,500.00	4,669.16	137.35%	42,434.03	150,000.00	(107,565.97)	28.29%
Miscellaneous Income	239.07	250.00	(10.93)	95.63%	3,733.46	3,000.00	733.46	124.45%
PEG Fee	96,015.66	32,916.67	63,098.99	291.69%	194,997.19	395,000.00	(200,002.81)	49.37%
Total Income	296,035.96	114,695.83	181,340.13	258.11%	685,110.07	1,376,350.00	(691,239.93)	49.78%
Expenses								
A-PERA Expense	3,531.87	5,085.83	(1,553.96)	69.45%	37,602.28	61,030.00	(23,427.72)	61.61%
A-SS/Medicare Expense	4,017.13	5,784.17	(1,767.04)	69.45%	40,211.28	69,410.00	(29,198.72)	57.93%
A-Wages - Full-time	43,239.19	52,476.92	(9,237.73)	82.40%	414,603.30	629,723.00	(215,119.70)	65.84%
A-Wages - Part-time	7,293.36	15,333.33	(8,039.97)	47.57%	91,258.12	184,000.00	(92,741.88)	49.60%
Accounting / HR Services		2,208.33	(2,208.33)	0.00%	15,868.75	26,500.00	(10,631.25)	59.88%
Ads/Promos/Sponsorships		358.33	(358.33)	0.00%	4,785.00	4,300.00	485.00	111.28%
Andover Capital Equipment		83.33	(83.33)	0.00%	0.00	1,000.00	(1,000.00)	0.00%
Announcers Fees	400.00	1,333.33	(933.33)	30.00%	8,108.50	16,000.00	(7,891.50)	50.68%
Anoka Capital Equipment	111.95	83.33	28.62	134.35%	783.65	1,000.00	(216.35)	78.37%
Audit		1,641.67	(1,641.67)	0.00%	0.00	19,700.00	(19,700.00)	0.00%
Bank Fees / CC Fees		20.83	(20.83)	0.00%	0.00	250.00	(250.00)	0.00%
Brand Apparel		208.33	(208.33)	0.00%	331.20	2,500.00	(2,168.80)	13.25%
Building - Cleaning	493.32	541.67	(48.35)	91.07%	4,639.82	6,500.00	(1,860.18)	71.38%
Building - Insurance		583.33	(583.33)	0.00%	5,240.00	7,000.00	(1,760.00)	74.86%
Building - Maintenance	574.23	833.33	(259.10)	68.91%	13,304.46	10,000.00	3,304.46	133.04%
Building - Supplies		125.00	(125.00)	0.00%	514.17	1,500.00	(985.83)	34.28%
Car Allowance	150.00	300.00	(150.00)	50.00%	1,800.00	3,600.00	(1,800.00)	50.00%
Cell Phone - Allowance	400.00	450.00	(50.00)	88.89%	3,500.00	5,400.00	(1,900.00)	64.81%
Champlin Capital Equipment	84.90	83.33	1.57	101.88%	2,035.55	1,000.00	1,035.55	203.56%
City Sewer & Water	468.24	275.00	193.24	170.27%	2,871.89	3,300.00	(428.11)	87.03%
Commission Expense		208.33	(208.33)	0.00%	102.92	2,500.00	(2,397.08)	4.12%
Consulting Services	1,247.00	2,083.33	(836.33)	59.86%	11,210.96	25,000.00	(13,789.04)	44.84%

Quad Cities Communications Commission
Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L
January - December 2026

	Aug 2026				YTD			
	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget
Duplication Expenses		20.83	(20.83)	0.00%	0.00	250.00	(250.00)	0.00%
Electric Service	1,454.79	1,666.67	(211.88)	87.29%	11,345.49	20,000.00	(8,654.51)	56.73%
Emp / Comm Appreciation		208.33	(208.33)	0.00%	0.00	2,500.00	(2,500.00)	0.00%
Equip/Repair/Supply/Software	107.59	1,250.00	(1,142.41)	8.61%	11,160.71	15,000.00	(3,839.29)	74.40%
Federal Unempl Expense		70.83	(70.83)	0.00%	0.00	850.00	(850.00)	0.00%
Health Insurance	2,528.33	8,271.08	(5,742.75)	30.57%	58,688.74	99,253.00	(40,564.26)	59.13%
Insurance - Deductibles		41.67	(41.67)	0.00%	0.00	500.00	(500.00)	0.00%
Insurance - Liability / Bonds		582.67	(582.67)	0.00%	2,683.00	6,992.00	(4,309.00)	38.37%
Lawn Service		416.67	(416.67)	0.00%	4,729.01	5,000.00	(270.99)	94.58%
Legal Fees	129.50	833.33	(703.83)	15.54%	5,198.50	10,000.00	(4,801.50)	51.99%
Licenses and Permits		333.33	(333.33)	0.00%	2,200.00	4,000.00	(1,800.00)	55.00%
Meals		83.33	(83.33)	0.00%	165.00	1,000.00	(835.00)	16.50%
Memberships - NATOA / Others		625.00	(625.00)	0.00%	5,360.00	7,500.00	(2,140.00)	71.47%
Mileage	239.72	416.67	(176.95)	57.53%	2,286.50	5,000.00	(2,713.50)	45.73%
Miscellaneous Expenses		41.67	(41.67)	0.00%	0.00	500.00	(500.00)	0.00%
Natural Gas	45.99	291.67	(245.68)	15.77%	2,092.73	3,500.00	(1,407.27)	59.79%
Office Supplies / Equipment	362.54	416.67	(54.13)	87.01%	1,434.90	5,000.00	(3,565.10)	28.70%
Payroll Expenses (ADP/HSA)	365.00	325.00	40.00	112.31%	2,670.00	3,900.00	(1,230.00)	68.46%
Postage		41.67	(41.67)	0.00%	161.69	500.00	(338.31)	32.34%
Printing / Copy Services		41.67	(41.67)	0.00%	0.00	500.00	(500.00)	0.00%
Professional Development	1,001.79	2,083.33	(1,081.54)	48.09%	4,296.48	25,000.00	(20,703.52)	17.19%
Ramsey Capital Equipment	105.96	83.33	22.63	127.16%	741.72	1,000.00	(258.28)	74.17%
Sales Tax		4.17	(4.17)	0.00%	14.08	50.00	(35.92)	28.16%
Secretary Services	178.00	125.00	53.00	142.40%	534.00	1,500.00	(966.00)	35.60%
Snow Plowing Service		500.00	(500.00)	0.00%	850.00	6,000.00	(5,150.00)	14.17%
State Unemploy Exp		208.33	(208.33)	0.00%	0.00	2,500.00	(2,500.00)	0.00%
STD / LTD / Life Insurance	219.98	445.83	(225.85)	49.34%	2,329.16	5,350.00	(3,020.84)	43.54%
Studio Sets	280.38	291.67	(11.29)	96.13%	1,279.21	3,500.00	(2,220.79)	36.55%
Subscription Services	954.86	3,875.83	(2,920.97)	24.64%	31,070.89	46,510.00	(15,439.11)	66.80%
Vehicle - Equipment / Repair	704.98	1,250.00	(545.02)	56.40%	6,707.57	15,000.00	(8,292.43)	44.72%
Vehicle - Insurance		125.00	(125.00)	0.00%	1,032.00	1,500.00	(468.00)	68.80%

Quad Cities Communications Commission
Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L
January - December 2026

	Aug 2026				YTD			
	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget
Vehicle - Maintenance / Gas		458.33	(458.33)	0.00%	3,478.42	5,500.00	(2,021.58)	63.24%
Waste Removal	114.11	125.00	(10.89)	91.29%	932.88	1,500.00	(567.12)	62.19%
Web / VOD / Int / CaTV / Phone	1,444.77	2,052.00	(607.23)	70.41%	20,279.42	24,624.00	(4,344.58)	82.36%
Work Comp Insurance		225.17	(225.17)	0.00%	0.00	2,702.00	(2,702.00)	0.00%
Total Expenses	72,249.48	117,932.80	(45,683.32)	61.26%	842,493.95	1,415,194.00	(572,700.05)	59.53%
Net Income	$ 223,786.48	$ (3,236.97)	$ 227,023.45	-6913.46%	$ (157,383.88)	$ (38,844.00)	$ (118,539.88)	405.17%
ZCIP - Andover		125.00	(125.00)	0.00%	0.00	1,500.00	(1,500.00)	0.00%
ZCIP - Anoka		125.00	(125.00)	0.00%	111.95	1,500.00	(1,388.05)	7.46%
ZCIP - Building		7,083.33	(7,083.33)	0.00%	1,047.14	85,000.00	(83,952.86)	1.23%
ZCIP - Champlin		125.00	(125.00)	0.00%	84.90	1,500.00	(1,415.10)	5.66%
ZCIP - Master Control Equipment		21,041.67	(21,041.67)	0.00%	16,322.75	252,500.00	(236,177.25)	6.46%
ZCIP - Mobile Vehicles & Equipment		14,221.33	(14,221.33)	0.00%	28,817.69	170,656.00	(141,838.31)	16.89%
ZCIP - Office Equipment		2,791.67	(2,791.67)	0.00%	0.00	33,500.00	(33,500.00)	0.00%
ZCIP - Portable Field Equipment		3,750.00	(3,750.00)	0.00%	0.00	45,000.00	(45,000.00)	0.00%
ZCIP - Ramsey		125.00	(125.00)	0.00%	105.96	1,500.00	(1,394.04)	7.06%
ZCIP - Studio		4,291.67	(4,291.67)	0.00%	2,378.87	51,500.00	(49,121.13)	4.62%
	$ -	$ 53,679.67	$ (53,679.67)	0.00%	$ 48,869.26	$ 644,156.00	$ (595,286.74)	49.39%

QCTV Bank Reconciliation

September 2026

Beginning Balance - 4M Statement	1,550,751.60
Less: Cleared Checks/Withdrawals	(86,556.04)
Plus: 4M Fund Interest	1,692.90
Plus: Bank Deposits/Credits	1,250.16
Bank Balance	**$1,467,138.62**
Book Balance	1,467,138.62
Adjusted Book Balance	**1,467,138.62**
Difference:	**$0.00**

Completed by: *AH*

Quad Cities Communications Commission

Bill Payment List
September 2026

Date	Num	Vendor	Amount
Quad Cities Commission			
09/04/2026	16066	Timothy Anderson	-240.00
09/04/2026	16061	Lucky Klover, Inc.	-493.32
09/04/2026	16068	Xcel Energy	-1,454.79
09/04/2026	16062	Lynde Enterprises, Inc.	-468.29
09/04/2026	16056	ACE Solid Waste, Inc.	-114.11
09/04/2026	16065	T-Mobile	-127.40
09/04/2026	16057	Amazon Capital Services	-107.59
09/04/2026	16058	City of Champlin	-468.24
09/04/2026	16060	HealthEquity Inc.	-281.05
09/04/2026	16063	Maza Technologies, LLC	-1,767.40
09/04/2026	16059	Coordinated Business Systems, LTD	-8.70
09/04/2026	16067	U.S. Bank Corporate	-2,585.62
09/04/2026	16064	Summit Fire Protection	-574.23
09/04/2026	W D	PERA	-3,644.97
09/11/2026	16077	Jamie A. Barthel	-600.00
09/11/2026	16070	CenterPoint Energy	-43.96
09/11/2026	16069	AT&T Mobility	-397.30
09/11/2026	16075	HealthEquity Inc.	-19.75
09/11/2026	16071	City of Andover	-1,415.30
09/11/2026	16073	Daniel E. Specht	-120.00
09/11/2026	16076	IRS	-7,241.82
09/11/2026	16078	Jessica Tesdall	-60.00
09/11/2026	16072	Coordinated Business Systems, LTD	-363.61
09/11/2026	16074	Erik A Skogquist	-600.00
09/18/2026	16080	Comcast Cable	-747.76
09/18/2026	16082	The Lincoln National Life Ins. Co.	-87.50
09/18/2026	16079	Barna, Guzy & Steffen, LTD	-129.50
09/18/2026	16081	HealthEquity Inc.	-281.05
09/18/2026	16083	Verizon	-120.03
09/18/2026	W D	PERA	-4,054.42
Total for Quad Cities Commission			**-$28,617.71**

Quad Cities Communications Commission
Balance Sheet Summary
As of September 30, 2026

		Total
ASSETS		
Current Assets		
Bank Accounts - QCTV		1,461,956.78
- Google AdSense		374.63
- PayPay acct		119.46
- US Bank Reserve		5,000.00
- Petty Cash		0.00
- Investments		1,924,658.17
Accounts Receivable		0.00
Other current assets		0.00
Total Current Assets	**$**	**3,392,109.04**
Fixed Assets		0.00
TOTAL ASSETS	**$**	**3,392,109.04**
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		63,956.20
Other Current Liabilities		1,176.75
Total Current Liabilities	**$**	**65,132.95**
Equity		3,326,976.09
TOTAL LIABILITIES AND EQUITY	**$**	**3,392,109.04**

*QCTV allocates fund reserves in two areas:
Operating Reserves = $500,000
Capital Reserves = $2.892,109.04 ($3.2M 5-Year Cap Plan)

Quad Cities Communications Commission
Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L
January - December 2026

	Sep 2026				YTD			
	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget
Income								
Duplication Revenue		$ 8.33	$ (8.33)	0.00%	$ 561.22	$ 100.00	$ 461.22	561.22%
Equipment Grant		6,020.83	(6,020.83)	0.00%	72,619.06	72,250.00	369.06	100.51%
Franchise Fees		63,000.00	(63,000.00)	0.00%	370,765.11	756,000.00	(385,234.89)	49.04%
Interest Income	7,517.76	12,500.00	(4,982.24)	60.14%	49,951.79	150,000.00	(100,048.21)	33.30%
Miscellaneous Income	374.63	250.00	124.63	149.85%	4,108.09	3,000.00	1,108.09	136.94%
PEG Fee		32,916.67	(32,916.67)	0.00%	194,997.19	395,000.00	(200,002.81)	49.37%
Total Income	**7,892.39**	**114,695.83**	**(106,803.44)**	**6.88%**	**693,002.46**	**1,376,350.00**	**(683,347.54)**	**50.35%**
Expenses								
A-PERA Expense	4,124.67	5,085.83	(961.16)	81.10%	41,726.95	61,030.00	(19,303.05)	68.37%
A-SS/Medicare Expense	4,547.34	5,784.17	(1,236.83)	78.62%	44,758.62	69,410.00	(24,651.38)	64.48%
A-Wages - Full-time	42,365.99	52,476.92	(10,110.93)	80.73%	456,969.29	629,723.00	(172,753.71)	72.57%
A-Wages - Part-time	14,799.26	15,333.33	(534.07)	96.52%	106,057.38	184,000.00	(77,942.62)	57.64%
Accounting / HR Services	20,165.15	2,208.33	17,956.82	913.14%	36,033.90	26,500.00	9,533.90	135.98%
Ads/Promos/Sponsorships		358.33	(358.33)	0.00%	4,785.00	4,300.00	485.00	111.28%
Andover Capital Equipment		83.33	(83.33)	0.00%	0.00	1,000.00	(1,000.00)	0.00%
Announcers Fees	1,520.00	1,333.33	186.67	114.00%	9,628.50	16,000.00	(6,371.50)	60.18%
Anoka Capital Equipment	111.95	83.33	28.62	134.35%	895.60	1,000.00	(104.40)	89.56%
Audit		1,641.67	(1,641.67)	0.00%	19,833.30	19,700.00	133.30	100.68%
Bank Fees / CC Fees		20.83	(20.83)	0.00%	0.00	250.00	(250.00)	0.00%
Brand Apparel		208.33	(208.33)	0.00%	331.20	2,500.00	(2,168.80)	13.25%
Building - Cleaning	493.32	541.67	(48.35)	91.07%	5,133.14	6,500.00	(1,366.86)	78.97%
Building - Insurance	2,640.00	583.33	2,056.67	452.57%	7,880.00	7,000.00	880.00	112.57%
Building - Maintenance	489.00	833.33	(344.33)	58.68%	13,793.46	10,000.00	3,793.46	137.93%
Building - Supplies		125.00	(125.00)	0.00%	514.17	1,500.00	(985.83)	34.28%
Car Allowance	150.00	300.00	(150.00)	50.00%	1,950.00	3,600.00	(1,650.00)	54.17%
Cell Phone - Allowance	400.00	450.00	(50.00)	88.89%	3,900.00	5,400.00	(1,500.00)	72.22%
Champlin Capital Equipment	84.90	83.33	1.57	101.88%	2,120.45	1,000.00	1,120.45	212.05%
City Sewer & Water	420.43	275.00	145.43	152.88%	3,292.32	3,300.00	(7.68)	99.77%
Commission Expense	1,380.00	208.33	1,171.67	662.41%	1,482.92	2,500.00	(1,017.08)	59.32%
Consulting Services	1,247.00	2,083.33	(836.33)	59.86%	12,457.96	25,000.00	(12,542.04)	49.83%
Duplication Expenses		20.83	(20.83)	0.00%	0.00	250.00	(250.00)	0.00%
Electric Service	1,578.94	1,666.67	(87.73)	94.74%	12,924.43	20,000.00	(7,075.57)	64.62%

Quad Cities Communications Commission
Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L
January - December 2026

	Sep 2026				YTD			
	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget
Emp / Comm Appreciation		208.33	(208.33)	0.00%	0.00	2,500.00	(2,500.00)	0.00%
Equip/Repair/Supply/Software		1,250.00	(1,250.00)	0.00%	11,160.71	15,000.00	(3,839.29)	74.40%
Federal Unempl Expense		70.83	(70.83)	0.00%	0.00	850.00	(850.00)	0.00%
Health Insurance	(98.25)	8,271.08	(8,369.33)	-1.19%	58,590.49	99,253.00	(40,662.51)	59.03%
Insurance - Deductibles		41.67	(41.67)	0.00%	0.00	500.00	(500.00)	0.00%
Insurance - Liability / Bonds	1,328.00	582.67	745.33	227.92%	4,011.00	6,992.00	(2,981.00)	57.37%
Lawn Service	468.29	416.67	51.62	112.39%	5,197.30	5,000.00	197.30	103.95%
Legal Fees		833.33	(833.33)	0.00%	5,198.50	10,000.00	(4,801.50)	51.99%
Licenses and Permits		333.33	(333.33)	0.00%	2,200.00	4,000.00	(1,800.00)	55.00%
Meals		83.33	(83.33)	0.00%	165.00	1,000.00	(835.00)	16.50%
Memberships - NATOA / Others		625.00	(625.00)	0.00%	5,360.00	7,500.00	(2,140.00)	71.47%
Mileage	188.83	416.67	(227.84)	45.32%	2,475.33	5,000.00	(2,524.67)	49.51%
Miscellaneous Expenses		41.67	(41.67)	0.00%	0.00	500.00	(500.00)	0.00%
Natural Gas	43.96	291.67	(247.71)	15.07%	2,136.69	3,500.00	(1,363.31)	61.05%
Office Supplies / Equipment	253.59	416.67	(163.08)	60.86%	1,688.49	5,000.00	(3,311.51)	33.77%
Payroll Expenses (ADP/HSA)	414.92	325.00	89.92	127.67%	3,084.92	3,900.00	(815.08)	79.10%
Postage	38.22	41.67	(3.45)	91.72%	199.91	500.00	(300.09)	39.98%
Printing / Copy Services		41.67	(41.67)	0.00%	0.00	500.00	(500.00)	0.00%
Professional Development	652.11	2,083.33	(1,431.22)	31.30%	5,048.59	25,000.00	(19,951.41)	20.19%
Ramsey Capital Equipment	105.96	83.33	22.63	127.16%	847.68	1,000.00	(152.32)	84.77%
Sales Tax		4.17	(4.17)	0.00%	14.08	50.00	(35.92)	28.16%
Secretary Services	204.00	125.00	79.00	163.20%	738.00	1,500.00	(762.00)	49.20%
Snow Plowing Service		500.00	(500.00)	0.00%	850.00	6,000.00	(5,150.00)	14.17%
State Unemploy Exp		208.33	(208.33)	0.00%	0.00	2,500.00	(2,500.00)	0.00%
STD / LTD / Life Insurance	87.50	445.83	(358.33)	19.63%	2,416.66	5,350.00	(2,933.34)	45.17%
Studio Sets		291.67	(291.67)	0.00%	1,279.21	3,500.00	(2,220.79)	36.55%
Subscription Services	825.86	3,875.83	(3,049.97)	21.31%	31,896.75	46,510.00	(14,613.25)	68.58%
Vehicle - Equipment / Repair	37.97	1,250.00	(1,212.03)	3.04%	6,745.54	15,000.00	(8,254.46)	44.97%
Vehicle - Insurance	388.00	125.00	263.00	310.40%	1,420.00	1,500.00	(80.00)	94.67%
Vehicle - Maintenance / Gas	1,182.64	458.33	724.31	258.03%	4,661.06	5,500.00	(838.94)	84.75%
Waste Removal	114.11	125.00	(10.89)	91.29%	1,046.99	1,500.00	(453.01)	69.80%
Web / VOD / Int / CaTV / Phone	1,493.88	2,052.00	(558.12)	72.80%	21,773.30	24,624.00	(2,850.70)	88.42%
Work Comp Insurance		225.17	(225.17)	0.00%	1,716.00	2,702.00	(986.00)	63.51%

Quad Cities Communications Commission
Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L
January - December 2026

	Sep 2026				YTD			
	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget
Total Expenses	**104,247.54**	**117,932.80**	**(13,685.26)**	**88.40%**	**968,390.79**	**1,415,194.00**	**(446,803.21)**	**68.43%**
Net Income	**$ (96,355.15)**	**$ (3,236.97)**	**$ (93,118.18)**	**2976.71%**	**$ (275,388.33)**	**$ (38,844.00)**	**$ (236,544.33)**	**708.96%**
ZCIP - Andover		$ 125.00	$ (125.00)	0.00%	$ -	$ 1,500.00	$ (1,500.00)	0.00%
ZCIP - Anoka		125.00	(125.00)	0.00%	111.95	1,500.00	(1,388.05)	7.46%
ZCIP - Building		7,083.33	(7,083.33)	0.00%	1,047.14	85,000.00	(83,952.86)	1.23%
ZCIP - Champlin		125.00	(125.00)	0.00%	84.90	1,500.00	(1,415.10)	5.66%
ZCIP - Master Control Equipment		21,041.67	(21,041.67)	0.00%	19,182.75	252,500.00	(233,317.25)	7.60%
ZCIP - Mobile Vehicles & Equipment		14,221.33	(14,221.33)	0.00%	28,817.69	170,656.00	(141,838.31)	16.89%
ZCIP - Office Equipment		2,791.67	(2,791.67)	0.00%	0.00	33,500.00	(33,500.00)	0.00%
ZCIP - Portable Field Equipment		3,750.00	(3,750.00)	0.00%	0.00	45,000.00	(45,000.00)	0.00%
ZCIP - Ramsey		125.00	(125.00)	0.00%	105.96	1,500.00	(1,394.04)	7.06%
ZCIP - Studio		4,291.67	(4,291.67)	0.00%	2,378.87	51,500.00	(49,121.13)	4.62%
	$ -	$ 53,679.67	$ (53,679.67)	0.00	$ 51,729.26	$ 644,156.00	$ (592,426.74)	0.51

QCCCC Agenda Item

4.3 Interim Executive Director's Report

November 14, 2026

To: Commissioners

From: Patrick Cook, Interim Executive Director

Subject: Interim Executive Director's Report

2026 Election Coverage

We wrapped up election coverage for 2026 with over 25 forums produced. We worked with the City of Ramsey to ensure the forum they held at City Hall was covered. We also produced a PSA on the constitutional amendment. Then, starting the day before the election and election day until polls closed, we ran information on where to vote in the Quad Cities. After polls closed, and the next day, we ran results pulled from the Secretary of State's website.

Live and Local

Live and Local Andover will be the last of the year. We moved the date to December 2nd to avoid Thanksgiving. For this one, we will be live from Andover Cinema 10.

Awards & Recognition

As reported at the last meeting, QCTV was nominated for several awards at the NATOA conference. While none won the top prize, we did receive the following.

2026 NATOA Government Programming

- Award of Distinction: "Football: Rogers @ Anoka 10-10-2025 | Anoka High School"
- Award of Distinction: "Memorial Day in Anoka County"
- Award of Distinction: Overall Excellence (Operating Budget $500,000 - $1,000,000)
- Award of Honor: "Andover Huskies Volleyball 2025 Preview"

Technology

I've been planning technology updates for 2027. With Karen's retirement, we have a number of deferred items. With a new E.D., it will take some time for them to come up to speed with the current plans. This will be a good reality check to make sure we are moving in the right direction, especially in light of looming budget constraints.

The primary items of concern are producer and remote shoot camcorders. The current fleet is showing its age, with failing ports and other issues. I continue to track industry trends for Remote Integration (REMI), or what we call "Lite Shoots." Both Ryan and I have been strategizing on how to do more coverage with less QCTV staff, while still maintaining quality. Automation and AI can help solve some of these problems. There are a number of small, economical production systems that we are looking at. Ones that can provide semi-automated or automatic switching and tracking of the action. Our hope is to test at least one of them before the winter sports season is done.

Another key component of this is connectivity. Cellular coverage works well in many cases, but if we can identify a network port or reliable WIFI at a site, it can help make signals more stable. Identifying connections at our regular venues will be a goal for 2027.

We continue to work with our playback automation vendor as a beta tester. The latest release has streamlined a number of processes and added new features.

Action Requested: Accept the Interim Executive Director's report.

QCCCC Agenda Item

5.1 Executive Director Wage Scale

November 12, 2026

To: Commissioners

From: Patrick Cook, Interim Executive Director

Subject: Executive Director Wage Scale

Background

At the October 8th work session, the commission discussed increasing the step-pay structure for the Executive Director. Consensus was to increase the current 2026 steps by 5%. For 2027, after a 3% COLA increase, the resulting salary range will be $125,652.80-$154,544.00 annually.

Action Requested:

Approve increasing the Step-rate structure for the Executive Director

PJC/pjc

QCCCC Agenda Item

5.2 2027 Budget and 5-year Capital Plan

November 13, 2026

To: Commissioners

From: Patrick Cook, Interim Executive Director

Subject: 2027 Budget and 5-year Capital Plan

The 2027 Proposed Operating Budget is attached for your review and action. At the September 17, 2026 meeting, it was decided to hold a work session to further discuss the 2027 budget. The budget now reflects the input from the October 8, 2026 work session, including a cut in the part-time wages for 2027.

The attachments detail:

- 2027 Proposed Revenue and Expense – includes 2026 budget comparison with comments
- 2021-2025 Revenue History
- 2021-2025 Expense History
- 5-Year Capital Equipment Spending Plan

The 5-Year Capital Plan is enclosed for your review. Requests for capital funds are approved by the commission as projects are scheduled.

Adequate reserve funds should be available for future needs. The investment plan adopted in 2017 continues with the categories of: cash flow reserve, city capital investment fund, QCTV building investment fund, QCTV capital investment fund, emergency fund, and unrestricted fund. Details may be found in the quarterly investment report.

Action Requested:

Approval of the 2027 Operating Budget and the 2027 planned capital investment.

Alternate Action:

Provide staff with additional direction and budget targets to bring back for the November Meeting.

Financial Records Disclosure

Financial records of the Quad Cities Cable Communications Commission (QCCCC) are maintained at Andover City Hall, 1685 Crosstown Boulevard NW, Andover, MN 55304. Financial custodians are Patrick Cook, Interim Executive Director, and Lee Brezinka, Andover Finance Manager. The financial statements are audited annually by Redpath and Company.

	2027 Budget	2026YTD (Jan-Sep)	2026 Budget	Difference
Income				
Duplication Revenue	$ 100.00	$ 561.22	$ 100.00	No Change
Equipment Grant	$ 74,798.00	$ 72,619.06	$ 72,250.00	Increase - CPI 3%
Franchise Fees *	$ 635,000.00	$ 370,765.11	$ 756,000.00	Decrease - based on trend
Interest Income	$ 125,000.00	$ 49,951.79	$ 150,000.00	Decrease - based on actual
Miscellaneous Income	$ 3,500.00	$ 4,108.09	$ 3,000.00	No Change
PEG Fee	$ 330,000.00	$ 194,997.19	$ 395,000.00	Decrease - based on trend
Total Income	$ 1,168,398.00	$ 693,002.46	$ 1,376,350.00	

Expenses				
A PERA	$ 55,725.00	$ 45,886.00	$ 61,030.00	Decrease - PT Cut
A SS/Medicare Expense	$ 63,377.90	$ 49,309.59	$ 69,410.00	Decrease - PT Cut
A Wages - Full-time	$ 648,000.00	$ 499,563.68	$ 629,723.00	Increase
A Wages - Part-time	$ 95,000.00	$ 121,074.54	$ 184,000.00	Decrease Commission Direction
Accounting / HR Services	$ 40,000.00	$ 36,033.90	$ 26,500.00	Increase - ED Hiring Costs
Ads/Promos/Sponsorships	$ 4,300.00	$ 4,785.00	$ 4,300.00	No Change
Andover CIP	$ 4,000.00	$ -	$1,000.00	Increase
Announcers Fees	$ 15,000.00	$ 11,548.50	$ 16,000.00	No Change
Anoka CIP	$ 4,000.00	$ 1,007.55	$ 1,000.00	Increase
Audit	$ 20,700.00	$ 19,833.30	$ 19,700.00	5% increase - Based on quote
Bank Fees / CC Fees	$ 250.00	$ -	$ 250.00	No Change
Brand Apparel	$ 2,500.00	$ 331.20	$ 2,500.00	No Change
Building - Cleaning	$ 6,725.00	$ 5,626.46	$ 6,500.00	Increase
Building - Insurance	$ 8,000.00	$ 7,880.00	$ 7,000.00	Increase
Building - Maintenance	$ 10,000.00	$ 13,999.46	$ 10,000.00	No Change
Building - Supplies	$ 1,500.00	$ 514.17	$ 1,500.00	No Change
Car Allowance	$ -	$ 1,950.00	$ 3,600.00	Moved to Mileage
Cell Phone - Allowance	$ 5,400.00	$ 3,900.00	$ 5,400.00	No Change
Champlin CIP	$ 4,000.00	$ 2,205.35	$ 1,000.00	Increase
City Sewer & Water	$ 3,000.00	$ 3,292.32	$ 3,300.00	Decrease - based on actual
Commission Expense	$ 2,500.00	$ 1,482.92	$ 2,500.00	No Change
Consulting Services	$ 25,000.00	$ 12,457.96	$ 25,000.00	No Change
Duplication Expenses	$ 250.00	$ -	$ 250.00	No Change
Electric Service	$ 20,000.00	$ 12,924.43	$ 20,000.00	No Change
Emp / Comm Appreciation	$ 2,500.00	$ -	$ 2,500.00	No Change
Equip/Repair/Supply/Software	$ 18,000.00	$ 11,160.71	$ 15,000.00	Increase
Federal Unempl Expense	$ 850.00	$ -	$ 850.00	No Change
Health Insurance	$ 111,316.00	$ 70,227.00	$ 99,253.00	Increase - based on actual
Insurance - Deductibles	$ 500.00	$ -	$ 500.00	No Change
Insurance - Liability / Bonds	$ 7,350.00	$ 4,011.00	$ 6,992.00	Increase
Lawn Service	$ 5,000.00	$ 5,665.59	$ 5,000.00	No Change
Legal Fees	$ 10,000.00	$ 5,948.50	$ 10,000.00	No Change
Licenses and Permits	$ 5,000.00	$ 2,200.00	$ 4,000.00	Increase
Meals	$ 1,000.00	$ 165.00	$ 1,000.00	No Change
Memberships - NATOA / Others	$ 7,500.00	$ 5,360.00	$ 7,500.00	No Change
Mileage	$ 7,500.00	$ 2,475.33	$ 5,000.00	Increase
Miscellaneous Expenses	$ 500.00	$ -	$ 500.00	No Change
Natural Gas	$ 3,500.00	$ 2,184.57	$ 3,500.00	No Change
Office Supplies / Equipment	$ 5,000.00	$ 2,179.89	$ 5,000.00	No Change
Payroll Expenses	$ 4,200.00	$ 3,084.92	$ 3,900.00	Increase
Postage	$ 500.00	$ 199.91	$ 500.00	No Change
Printing / Copy Services	$ 500.00	$ -	$ 500.00	No Change
Professional Development	$ 20,000.00	$ 5,048.59	$ 25,000.00	Decrease - based on actual

Publications	$ -	$ -	$ -	
Ramsey CIP	$ 4,000.00	$ 953.64	$ 1,000.00	Increase
Reimbursements	$ -	$ 1,244.34	$ -	
Sales Tax	$ 50.00	$ 14.08	$ 50.00	No Change
Secretary Services	$ 1,500.00	$ 738.00	$ 1,500.00	No Change
Snow Plowing Service	$ 5,000.00	$ 850.00	$ 6,000.00	Decrease - based on actual
State Unemploy Exp	$ 2,500.00	$ -	$ 2,500.00	No Change
~~STD~~ / LTD / Life Insurance	$ 5,600.00	$ 2,504.16	$ 5,350.00	Increase
Studio Sets	$ 3,500.00	$ 1,279.21	$ 3,500.00	No Change
Subscription Services	$ 50,680.00	$ 31,896.75	$ 46,510.00	Increase - change in services
Temp Staff Services	$ -	$ -	$ -	
Vehicle - Equipment / Repair	$ 15,000.00	$ 6,745.54	$ 15,000.00	No Change
Vehicle - Insurance	$ 1,500.00	$ 1,420.00	$ 1,500.00	No Change
Vehicle - Maintenance / Gas	$ 6,000.00	$ 4,661.06	$ 5,500.00	Increase -based on actual
Waste Removal	$ 1,500.00	$ 1,161.10	$ 1,500.00	No Change
Web / VOD / Int / CaTV / Phone	$ 28,700.00	$ 22,701.89	$ 24,624.00	Increase - change in services
Work Comp Insurance	$ 2,700.00	$ 1,716.00	$ 2,702.00	No Change
ZCIP - Andover		$ -		
ZCIP -Anoka		$ 111.95		
ZCIP - Building		$ 1,047.14		
ZCIP - Champlin		$ 84.90		
ZCIP - Master Control Equipment		$ 19,182.75		
ZCIP - Mobile Vehicles & Equip		$ 28,817.69		
ZCIP - Office Equipment		$ -		
ZCIP - Portable Field Equipment		$ -		
ZCIP - Ramsey		$ 105.96		
ZCIP - Studio		$ 2,378.87		
Total Expenses	$ 1,378,173.90	$ 1,105,132.37	$ 1,415,194.00	
Net Operating Income	$ (209,775.90)	$ (412,129.91)	$ (38,844.00)	

QCTV Five Year Capital Equipment Spending Plan

	2027	2028	2029	2030	2031	Extended
Building	$ 60,000.00	$ 45,000.00	$ 15,000.00	$ -	$ -	$ 120,000.00
Portable Field Equipment	$ 80,000.00	$ 10,000.00	$ 38,000.00	$ 44,000.00	$ -	$ 172,000.00
City Equipment	$ 27,000.00	$ 270,000.00	$ -	$ -	$ 300,000.00	$ 597,000.00
Office	$ 64,000.00	$ 21,000.00	$ 34,000.00	$ 61,500.00	$ 22,500.00	$ 203,000.00
Studio	$ 115,500.00	$ 39,500.00	$ 105,000.00	$ 25,000.00	$ 130,000.00	$ 415,000.00
Mobile - Vehicles and Equipment	$ 175,000.00	$ 252,000.00	$ 370,000.00	$ 45,000.00	$ 20,000.00	$ 862,000.00
Master Control Equipment	$ 119,000.00	$ 150,000.00	$ 115,000.00	$ 31,000.00	$ 54,000.00	$ 469,000.00
Total	$ 640,500.00	$ 787,500.00	$ 677,000.00	$ 206,500.00	$ 526,500.00	$ 2,838,000.00

Category Building
Budget Code ZCIP - Building

Description QCTV Building Infrastructure

Item	2027	2028	2029	2030	2031	
Architectural Study						
Roof Replacement						
Building Furniture		$ 25,000.00				
Carpet (office & studio)			$ 15,000.00			
HVAC Replacement	$ 45,000.00					
Generator						
Parking Lot	$ 5,000.00					
Building Lighting (interior/exterior)						
Building Security/Card Access		$ 20,000.00				
Network/Video Cabling	$ 10,000.00					
Total	$ 60,000.00	$ 45,000.00	$ 15,000.00	$ -	$ -	$ 120,000.00

Category Portable Field Equipment
Budget Code ZCIP - Portable Field Equipment

Description Field equipment used by staff

Item	2027	2028	2029	2030	2031	
Field ENG Cameras/Tripods	$ 22,000.00			$ 30,000.00		
Cinema Style Camera	$ 10,000.00		$ 10,000.00			
Gimbals/Specialty		$ 10,000.00		$ 10,000.00		
Lite/Remote System (Switcher and Cameras)	$ 20,000.00					
Portable HD Transmission Encoders			$ 25,000.00			
AI Cameras/Community Programming Grant	$ 25,000.00					
POV cameras/Drones	$ 3,000.00			$ 4,000.00		
Microphones			$ 3,000.00			
Total	$ 80,000.00	$ 10,000.00	$ 38,000.00	$ 44,000.00	$ -	$ 172,000.00

Category City Equipment

Budget Codes ZCIP - Andover ZCIP - Anoka ZCIP - Champlin ZCIP - Ramsey

Description Equipment infrastructure and maintenance improvements for city meeting coverage and distribution

Item	2027	2028	2029	2030	2031	
Presentation System		$ 200,000.00				
Audio System		$ 40,000.00				
HD video transmission		$ 30,000.00				
Production Equipment (Switcher, Cameras)	$ 12,000.00				$ 300,000.00	
Conversion and Distribution	$ 15,000.00					
Rack Cabinets or Desk						
Andover*						
Anoka*						
Champlin*						
Ramsey*						
Total	$ 27,000.00	$ 270,000.00	$ -	$ -	$ 300,000.00	$ 597,000.00

*Note: $4,000 is allocated annually for each city in the Operating Budget for miscellaneous equipment repairs and minor replacements.

Category Office
Budget Code ZCIP - Office Equipment
Description Planned replacement of office support equipment
Industry standard office resources to fulfill the mission of QCTV

Item	2027	2028	2029	2030	2031	
Laptop Computers	$ 4,000.00	$ 4,000.00	$ 4,000.00	$ 4,500.00	$ 4,500.00	
Production Workstations (Laptops)	$ 15,000.00	$ 15,000.00	$ 15,000.00	$ 15,000.00	$ 18,000.00	
Non-Core Network Switches, Access Points		$ 2,000.00		$ 2,000.00		
Network Printer / Scanner	$ 5,000.00					
Servers	$ 15,000.00		$ 15,000.00	$ 15,000.00		
Building Monitors/Displays						
Website Updates/Upgrades	$ 25,000.00			$ 25,000.00		
Total	$ 64,000.00	$ 21,000.00	$ 34,000.00	$ 61,500.00	$ 22,500.00	$ 203,000.00

Category Studio
Budget Code ZCIP - Studio

Description Equipment to support studio shoots; located in the studio, the studio control room or the machine room

Item	2027	2028	2029	2030	2031	
Studio Cameras					$ 120,000.00	
PTZ Bump Cam and controller		$ 7,500.00				
Video Playback			$ 25,000.00			
Video Switcher	$ 35,000.00	$ 15,000.00				
Master and Back-up Recording Devices	$ 4,500.00		$ 5,000.00		$ 5,000.00	
Graphics Computer	$ 16,000.00	$ 5,000.00				
Audio (Sound Board and Equipment)				$ 25,000.00		
Intercom	$ 20,000.00		$ 20,000.00			
Monitors (Multiviewers)	$ 10,000.00					
Waveform/Vectorscope		$ 5,000.00			$ 5,000.00	
Smaller Rackmount Monitors		$ 2,000.00				
Video/Audio Cabling						
Audio/Video Distribution/Conversion						
Video Router						
Router Control Panels	$ 5,000.00		$ 5,000.00			
Set/Curtain/Furniture			$ 50,000.00			
Studio Lights	$ 25,000.00	$ 5,000.00				
Total	$ 115,500.00	$ 39,500.00	$ 105,000.00	$ 25,000.00	$ 130,000.00	$ 415,000.00

Category **Mobile - Vehicles and Equipment**
Budget Code ZCIP - Truck
Description **Planned equipment upgrades and replacement**
Keeping the production truck to current broadcasting standards and replaces equipment at the end of its life

Item	2027	2028	2029	2030	2031	
Video Playback Server	$ 30,000.00					
Replay System		$ 90,000.00	$ 10,000.00			
Audio						
Intercom (new in 2025)	$ 5,000.00		$ 5,000.00			
Camera(s), CCU, RCP and Accesories		$ 75,000.00	$ 25,000.00			
Microphones		$ 2,500.00		$ 1,000.00		
Main Graphics Computer		$ 8,000.00	$ 75,000.00			
Tripod Replacements	$ 5,000.00			$ 30,000.00		
Fiber optic upgrades	$ 10,000.00	$ 10,000.00		$ 10,000.00		
LiveU Replacement		$ 15,000.00			$ 20,000.00	
POV Camera Replacements		$ 4,000.00		$ 4,000.00		
Video Switcher	$ 35,000.00	$ 15,000.00				
Truck Rewiring/ Conversion Cards/ Distributi	$ 15,000.00	$ 7,500.00				
Video Router	$ 65,000.00					
Truck Graphics Wrap Replacement		$ 15,000.00				
Monitor Display Replacement	$ 10,000.00	$ 10,000.00				
Master and Back-up Recording Devices			$ 5,000.00			
Ford F550 Production Truck*			$ 250,000.00			
Total	$ 175,000.00	$ 252,000.00	$ 370,000.00	$ 45,000.00	$ 20,000.00	$ 862,000.00

*Note: Production Truck may need to be replaced as soon as 2027 at an approximate cost of $400,000.00

Category **Master Control Equipment**
Budget Code ZCIP - Master Control Equipment
Description **Includes channel playback, transmission, and conversion equipment**

Planned equipment replacement and upgrades to signal delivery necessary for HD programming

Item	2027	2028	2029	2030	2031	
HD File Playback Machine(s)			$ 60,000.00		$ 30,000.00	
Live Channel Encoders			$ 35,000.00			
Channel CG/ Bulletin Board		$ 35,000.00				
Extend networking to Anoka county cities	$ 15,000.00					
DAM, SAN, MAM Back-up Storage	$ 30,000.00	$ 12,000.00		$ 15,000.00		
Network Switches	$ 10,000.00		$ 10,000.00		$ 12,000.00	
Off-site Redundancy		$ 12,000.00			$ 12,000.00	
Video Patchbays and Wiring	$ 12,000.00			$ 10,000.00		
Video Router	$ 20,000.00					
Conversion/Distribution Amps		$ 6,000.00		$ 6,000.00		
Digital Waveform/Vectroscope w. eye pattern	$ 20,000.00	$ 5,000.00				
Multiviewer Replacement	$ 12,000.00					
Live Transmission Decoder (LiveU)		$ 20,000.00				
Closed Captioning		$ 60,000.00				
Machine Room UPS(s)			$ 10,000.00			
Total	$ 119,000.00	$ 150,000.00	$ 115,000.00	$ 31,000.00	$ 54,000.00	$ 469,000.00

Expenses	2025		2024		2023		2022		2021	
Account	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
A-PERA	59,376.11	60,180.00	$ 60,649.48	$ 56,664.00	$ 52,240.29	$ 57,758.00	$ 49,219.79	$ 55,537.00	$ 43,727.83	$ 53,607.00
A-SS/Medicare Expense	61,143.72	61,373.00	$ 57,394.28	$ 57,798.00	$ 57,513.75	$ 60,655.00	$ 52,891.51	$ 58,322.00	$ 47,811.19	$ 56,295.00
A-Wages - Full-time	649,134.28	652,264.00	$ 624,171.29	$ 612,025.00	$ 616,000.67	$ 631,068.00	$ 570,536.90	$ 606,796.00	$ 569,874.50	$ 585,880.00
A-Wages - Part-time	157,824.25	150,000.00	$ 134,131.27	$ 143,500.00	$ 146,613.88	$ 135,000.00	$ 130,146.28	$ 120,000.00	$ 74,432.05	$ 120,000.00
Accounting / HR Services	24,501.07	25,000.00	$ 23,001.45	$ 16,500.00	$ 14,952.93	$ 16,500.00	$ 12,239.73	$ 16,000.00	$ 12,834.40	$ 16,000.00
Ads/Promos/Sponsorships	7,504.02	11,000.00	$ 12,909.12	$ 11,000.00	$ 7,709.04	$ 11,000.00	$ 8,957.93	$ 11,000.00	$ 10,511.47	$ 9,000.00
Andover Capital Equipment	52.91	5,000.00	$ -	$ 5,000.00	$ 483.17	$ 5,000.00	$ 82.50	$ 5,000.00	$ 822.98	$ 5,000.00
Announcers Fees	15,737.10	16,000.00	$ 15,419.76	$ 16,000.00	$ 19,881.75	$ 16,000.00	$ 15,623.84	$ 16,000.00	$ 10,607.42	$ 12,000.00
Anoka Capital Equipment	2,505.66	5,000.00	$ 1,343.40	$ 5,000.00	$ 2,749.67	$ 5,000.00	$ 1,579.30	$ 5,000.00	$ 4,222.25	$ 5,000.00
Audit	19,129.40	19,000.00	$ 18,622.00	$ 19,000.00	$ 16,100.00	$ 16,500.00	$ 15,721.93	$ 16,500.00	$ 15,200.00	$ 16,500.00
Bank Fees / CC Fees	0.00	250.00	$ -	$ 250.00	$ -	$ 250.00	$ -	$ 250.00	$ -	$ 250.00
Brand Apparel	0.00	2,500.00	$ 1,214.00	$ 2,500.00	$ 1,490.00	$ 2,500.00	$ 1,307.00	$ 2,500.00	$ 1,716.00	$ 2,500.00
Building - Cleaning	6,847.98	6,500.00	$ 6,164.86	$ 7,200.00	$ 7,361.25	$ 6,000.00	$ 7,146.85	$ 6,000.00	$ 4,905.40	$ 6,000.00
Building - Insurance	7,832.00	7,000.00	$ 8,458.00	$ 6,833.00	$ 7,481.00	$ 5,200.00	$ 5,062.00	$ 4,200.00	$ 4,150.00	$ 3,800.00
Building - Maintenance	8,542.35	10,000.00	$ 15,931.48	$ 10,000.00	$ 6,026.42	$ 10,000.00	$ 8,624.61	$ 10,000.00	$ 6,484.42	$ 10,000.00
Building - Supplies	1,623.22	1,500.00	$ 1,082.95	$ 1,500.00	$ 1,585.53	$ 1,500.00	$ 1,333.54	$ 1,500.00	$ 1,522.02	$ 1,500.00
Car Allowance	2,893.20	3,000.00	$ 2,946.05	$ 3,000.00	$ 3,000.00	$ 3,000.00	$ 3,000.00	$ 3,000.00	$ 3,000.00	$ 3,000.00
Cell Phone - Allowance	5,700.00	6,900.00	$ 6,000.00	$ 6,600.00	$ 5,600.00	$ 6,300.00	$ 6,300.00	$ 6,300.00	$ 6,120.00	$ 6,300.00
Champlin Capital Equipment	1,949.62	5,000.00	$ 1,018.80	$ 5,000.00	$ 1,501.97	$ 5,000.00	$ 1,332.26	$ 5,000.00	$ 3,684.61	$ 5,000.00
City Sewer & Water	3,418.21	3,000.00	$ 2,862.66	$ 3,000.00	$ 3,074.81	$ 2,600.00	$ 2,587.61	$ 2,600.00	$ 2,797.42	$ 2,600.00
Commission Expense	11,804.60	2,500.00	$ 6,091.59	$ 2,500.00	$ 4,640.48	$ 2,500.00	$ 2,781.57	$ 2,500.00	$ 2,508.40	$ 2,500.00
Consulting Services	23,711.00	50,000.00	$ 30,717.00	$ 70,000.00	$ 19,340.50	$ 70,000.00	$ 28,517.00	$ 70,000.00	$ 34,960.00	$ 70,000.00
Contingency Fund								$ -	$ (6.80)	$ 10,000.00
Duplication Expenses	0.00	250.00	$ -	$ 250.00	$ -	$ 250.00	$ -	$ 250.00	$ 517.75	$ 250.00
Electric Service	17,514.56	20,000.00	$ 17,497.28	$ 20,000.00	$ 18,324.94	$ 15,000.00	$ 17,525.58	$ 15,000.00	$ 13,287.72	$ 16,000.00
Emp / Comm Appreciation	849.95	2,500.00	$ 328.65	$ 2,500.00	$ 1,665.30	$ 2,500.00	$ 1,490.00	$ 2,500.00	$ 260.00	$ 2,500.00
Equip/Repair/Supply/Software	11,672.51	15,000.00	$ 10,620.15	$ 20,000.00	$ 12,914.20	$ 20,000.00	$ 23,500.29	$ 20,000.00	$ 16,978.57	$ 30,000.00
Federal Unempl Expense	0.00	850.00	$ -	$ 850.00	$ -	$ 850.00	$ -	$ 850.00	$ -	$ 850.00
Health Insurance	93,118.05	98,095.00	$ 79,099.31	$ 86,457.00	$ 75,492.01	$ 107,556.00	$ 73,766.99	$ 92,000.00	$ 78,424.20	$ 103,386.00
Insurance - Deductibles	0.00	500.00	$ 27.65	$ 500.00	$ -	$ 500.00	$ -	$ 500.00	$ -	$ 500.00
Insurance - Liability / Bonds	4,363.00	6,992.00	$ 4,759.00	$ 5,000.00	$ 4,844.00	$ 5,800.00	$ 4,704.00	$ 4,800.00	$ 4,808.00	$ 5,300.00
Lawn Service	3,608.83	5,000.00	$ 3,527.48	$ 7,000.00	$ 6,218.70	$ 5,000.00	$ 4,830.50	$ 5,000.00	$ 4,344.00	$ 5,000.00
Legal Fees	5,829.00	15,000.00	$ 7,822.50	$ 15,000.00	$ 2,304.00	$ 15,000.00	$ 4,530.00	$ 18,000.00	$ 6,498.75	$ 25,000.00
Licenses and Permits	3,850.00	4,000.00	$ 2,000.00	$ 3,000.00	$ 2,550.00	$ 3,000.00	$ 1,050.00	$ 3,000.00	$ 1,200.00	$ 3,000.00
Meals	0.00	1,000.00	$ -	$ 1,000.00	$ 515.00	$ 1,000.00	$ 238.30	$ 1,000.00	$ 228.00	$ 1,000.00
Memberships - NATOA / Others	8,000.00	15,000.00	$ 9,030.00	$ 10,000.00	$ 10,235.00	$ 10,000.00	$ 5,325.00	$ 10,000.00	$ 11,125.00	$ 10,000.00
Mileage	3,269.00	7,000.00	$ 4,934.08	$ 7,000.00	$ 5,529.93	$ 12,000.00	$ 3,884.00	$ 12,000.00	$ 6,385.18	$ 12,000.00
Miscellaneous Expenses	0.00	500.00	$ -	$ 500.00	$ -	$ 500.00	$ 57.07	$ 500.00	$ 7,203.51	$ 500.00
Natural Gas	3,294.90	3,500.00	$ 2,619.09	$ 3,500.00	$ 3,287.92	$ 6,000.00	$ 3,693.79	$ 5,000.00	$ 2,911.68	$ 5,000.00
Office Supplies / Equipment	4,555.03	6,000.00	$ 2,796.01	$ 6,000.00	$ 6,234.75	$ 6,000.00	$ 6,678.19	$ 6,000.00	$ 3,769.02	$ 6,000.00
Parking Lot Maintenance							$ -	$ -	$ -	$ 1,000.00
Payroll Expenses			$ 93.42	$ -			$ 527.00	$ 1,000.00	$ 187.00	$ -
Payroll Expenses (ADP/HSA)	3,954.78	3,000.00	$ 3,598.00	$ 3,000.00	$ 3,551.00	$ 1,000.00	$ 2,895.00	$ -	$ 968.39	$ 1,200.00
Postage	287.03	500.00	$ 311.93	$ 500.00	$ 365.16	$ 500.00	$ 373.69	$ 500.00	$ 276.70	$ 500.00
Printing / Copy Services	84.99	500.00	$ 58.44	$ 500.00	$ 172.35	$ 500.00	$ 120.12	$ 500.00	$ 275.85	$ 500.00
Professional Development	14,019.71	27,000.00	$ 14,084.22	$ 27,000.00	$ 20,931.72	$ 25,000.00	$ 22,002.56	$ 22,000.00	$ 6,202.20	$ 22,000.00
Publications	0.00	500.00	$ -	$ 500.00	$ 76.75	$ 500.00	$ -	$ 500.00	$ 116.90	$ 500.00
Ramsey Capital Equipment	1,538.39	5,000.00	$ 1,273.68	$ 5,000.00	$ 2,127.83	$ 5,000.00	$ 1,464.93	$ 5,000.00	$ 2,870.68	$ 5,000.00
Reimbursements	263.41	0.00	$ 490.91	$ -	$ 0.03	$ -		$ -	$ -	$ -
Sales Tax	20.00	50.00	$ 27.00	$ 250.00	$ 25.00	$ 250.00	$ 99.00	$ 250.00	$ 144.00	$ 250.00
Secretary Services	1,113.00	1,500.00	$ 1,336.00	$ 2,000.00	$ 875.75	$ 2,000.00	$ 921.75	$ 2,000.00	$ 915.75	$ 2,000.00
Snow Plowing Service	2,000.00	6,500.00	$ 2,702.47	$ 6,500.00	$ 6,215.70	$ 6,000.00	$ 6,360.50	$ 6,000.00	$ 3,872.50	$ 6,000.00
State Unemploy Exp	0.00	2,500.00	$ -	$ 2,500.00	$ 36.85	$ 2,500.00	$ 144.38	$ 2,500.00	$ -	$ 2,500.00
STD / LTD / Life Insurance	6,657.97	6,700.00	$ 5,956.06	$ 7,500.00	$ 6,718.53	$ 7,500.00	$ 6,627.80	$ 7,500.00	$ 6,829.11	$ 7,500.00
Studio Sets	0.00	3,500.00	$ -	$ 3,500.00	$ 1,443.94	$ 5,000.00	$ 1,449.30	$ 5,000.00	$ 125.99	$ 5,000.00
Subscription Services/Electronic	52,960.57	50,500.00	$ 29,236.40	$ 33,500.00	$ 40,153.63	$ 22,000.00	$ 20,409.96	$ 22,000.00	$ 19,298.98	$ 22,000.00
Temp Staff Services	0.00	1,500.00	$ -	$ 1,500.00	$ -	$ 1,500.00	$ -	$ 1,500.00	$ -	$ 1,500.00
Vehicle - Equipment / Repair	6,937.08	15,000.00	$ 12,219.70	$ 15,000.00	$ 5,244.97	$ 15,000.00	$ 15,991.83	$ 15,000.00	$ 5,031.86	$ 15,000.00
Vehicle - Insurance	1,518.00	1,500.00	$ 1,428.00	$ 1,500.00	$ 1,347.00	$ 2,000.00	$ 1,331.00	$ 1,400.00	$ 1,332.00	$ 2,000.00
Vehicle - Maintenance / Gas	1,957.63	7,500.00	$ 3,148.86	$ 7,500.00	$ 3,680.87	$ 7,500.00	$ 4,784.80	$ 7,500.00	$ 2,064.23	$ 8,000.00
Waste Removal	1,305.17	1,500.00	$ 1,089.94	$ 2,400.00	$ 1,804.57	$ 1,800.00	$ 2,134.59	$ 1,600.00	$ 1,574.26	$ 1,500.00
Web / VOD / Int / CaTV / Phone	25,178.26	28,500.00	$ 28,688.31	$ 28,000.00	$ 30,354.87	$ 28,000.00	$ 35,627.05	$ 28,000.00	$ 33,307.60	$ 22,000.00
Work Comp Insurance	2,823.00	2,500.00	$ 2,968.00	$ 2,600.00	$ 2,848.00	$ 2,400.00	$ 2,354.00	$ 2,000.00	$ 1,742.00	$ 2,000.00
SUBTOTAL:	$ 1,353,774.52	$ 1,469,904.00	$ - $ 1,283,901.98	$ 1,400,177.00	$ - $ 1,273,437.38	$ 1,416,237.00	$ 1,201,885.12			
ZCIP - Andover	$ 25,800.00	$ 25,000.00	$ 20,000.00	$ -	$ 20,000.00	$ 20,000.00	$ 135,192.11			
ZCIP -Anoka	25,800.00	25,000.00	$ 20,000.00	$ -	$ 20,000.00	$ 20,000.00	$ 134,927.24			
ZCIP - Building	0.00	105,000.00	$ 138,524.81	$ 177,000.00	$ 50,568.00	$ 218,500.00	$ 11,000.00			
ZCIP - Champlin	20,000.00	25,000.00	$ 20,000.00	$ -	$ 20,000.00	$ 20,000.00	$ 135,879.10			
ZCIP - Master Control Equipment	18,554.58	128,500.00	$ 12,732.91	$ 247,000.00	$ -	$ 160,000.00	$ 59,877.42			
ZCIP - Mobile Vehicles & Equip	373,223.65	658,500.00	$ 68,036.65	$ 111,000.00	$ -	$ 15,000.00	$ 14,561.17			
ZCIP - Office Equipment	28,000.00	28,000.00	$ -	$ 68,500.00	$ 38,053.15	$ 86,500.00	$ 8,948.54			
ZCIP - Portable Field Equipment	0.00	61,000.00	$ 57,944.11	$ 68,000.00	$ -	$ 68,000.00	$ 61,959.20			
ZCIP - Ramsey	25,800.00	25,000.00	$ 20,000.00	$ -	$ 20,000.00	$ 20,000.00	$ 134,058.67			
ZCIP - Studio	0.00	116,200.00	$ 52,375.97	$ 206,500.00	$ -	$ 159,000.00				
Operating Income	$ 1,435,584.87	$ 1,548,400.00	$ 1,610,813.92	$ 1,530,128.00	$ 1,746,540.03	$ 1,486,003.00	$ 1,866,976.65	$ 1,352,500.00	$ 1,712,947.83	$ 1,358,500.00
Total Expenses	$ 1,870,952.75	$ 2,667,104.00	$ 1,693,516.43	$ 2,278,177.00	$ 1,442,058.53	$ 1,416,237.00	$ 1,898,288.57	$ 1,352,155.00	$ 1,106,962.94	$ 1,356,968.00
Net Operating Income*	$ (435,367.88)	$ (1,118,704.00)	$ (82,702.51)	$ (748,049.00)	$ 304,481.50	$ 69,766.00	$ (31,311.92)	$ 345.00	$ 605,984.89	$ 1,532.00

*Net Income allocated to fund reserves in two areas: Operation Reserves and Capital Reserves.

Net Operating Income w/o Capital	$ 81,810.35	$ 78,496.00	$ 326,911.94	$ 129,951.00	$ 473,102.65	$ 69,766.00	$ 665,091.53			

	2025		2024		2023		2022		2021	
	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Income										
Duplication Revenue	$ 194.02	$ 100.00	$ 267.03	$ 250.00	$ 363.89	$ 250.00	$440.98	$ 500.00	$ 1,587.05	$ 500.00
Equipment Grant	70,834.04	70,300.00	$ 69,018.85	$ 70,000.00	$ 66,878.73	$ 64,875.00	$61,856.02	$ 60,000.00	$ 60,897.53	$ 60,000.00
Franchise Fees	788,492.69	900,000.00	$ 865,366.24	$ 935,000.00	$ 972,565.50	$ 935,000.00	$1,015,895.79	$ 858,000.00	$ 1,087,889.65	$ 858,000.00
Interest Income	154,553.98	100,000.00	$ 192,697.51	$ 40,000.00	$ 188,290.36	$ 1,000.00	$47,593.21	$ 4,500.00	$ 4,901.75	$ 10,000.00
Miscellaneous Income	5,401.49	3,000.00	$ 25,356.33	$ 500.00	$ 3,158.39	$ 500.00	$37,551.38	$ 500.00	$ 5,146.82	$ 1,000.00
PEG Fee	416,108.65	475,000.00	$ 458,107.96	$ 484,378.00	$ 515,283.16	$ 484,378.00	$540,355.65	$ 429,000.00	$ 552,525.03	$ 429,000.00
Uncategorized Income							$163,283.62			
Total Income	$ 1,435,584.87	$ 1,548,400.00	$ 1,610,813.92	$ 1,530,128.00	$ 1,746,540.03	$ 1,486,003.00	**$1,866,976.65**	**$ 1,352,500.00**	**$ 1,712,947.83**	**$ 1,358,500.00**

QCCCC Agenda Item

5.3 CIP Request – Producer Computers

November 14, 2026

To: Commissioners

From: Patrick Cook, Interim Executive Director

Subject: CIP Request – Producer Computers

Background
In early 2023, QCTV purchased four edit workstations for the producers. Additional workstations were also contemplated in the 5-year capital plans for both 2024 and 2025, but no purchases were made. The intent was to purchase some computers each year, as opposed to many in one year; however, the technology had not changed significantly, and in my estimation, the computers we had were working well. Now, as AI and other smart tools become more prevalent, purchasing computers for the producers makes sense.

This request is to purchase four higher-end Apple MacBook Pro computers for the producers as their primary computer and production tool. Their existing computers will be moved to other roles in the facility.

The MacBook Pro is a mainstream creative tool used for video production. The laptop form factor will allow the staff a more seamless transition from office work to remote work, as many do take advantage of that option at QCTV.

Recommendation:
Authorize purchase of MacBook Pro computers.

Capital Budget:
The items included in this request fit within the 5-Year Capital Plan for purchase in 2026 under *ZCIP – Office Equipment*. Two computers fit in the *Computer Workstation and Laptop* categories. The other two would use an amount earmarked for *Servers*, which were not purchased this year.

Action Requested:
Authorize staff to purchase four Apple MacBook Pro computers and peripherals at the best quoted price, not to exceed $32,000**.**

Alternative Actions

- Authorize staff to purchase two Apple MacBook Pro computers and peripherals at the best quoted price, not to exceed $16,000, with the possible purchase of two more in early 2027.
- Delay for future consideration.

PJC/pjc