



**NORTH SUBURBAN COMMUNICATIONS COMMISSION
August 5, 2015
2670 Arthur Street, Roseville, MN**

6:00 p.m. – Executive Session to Discuss Pending Litigation

7:00 p.m. – Regular Meeting

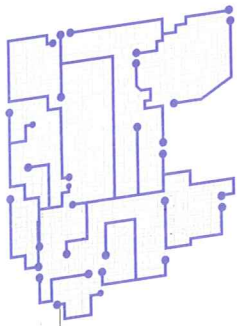
A G E N D A

- I. Call to Order
- II. Roll Call
- III. Public Forum (10 Minutes)
- IV. Approval of Agenda
- V. Approval of May 7, 2015, Minutes
- VI. Reports
 - A. Executive Director's Report
 - B. Attorney's Report
 - C. Cable Company Report
- VII. General Business
 - A. Treasurer's Report – April, May and June 2015
 - B. Recommendation for Channel Realignment –
C. Wilson
- IX. Announcements
- X. Adjournment

Please call the office if you are unable to attend the meeting.

Next Regular Meeting – October 1, 2015

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North Suburban Communications Commission



NORTH SUBURBAN COMMUNICATIONS COMMISSION

MINUTES
May 7, 2015

I. Call to Order

Commission Chair Gina Bauman called the meeting to order at 7:00 p.m. at the CTV North Suburbs facility in Roseville.

II. Roll Call

The following Commissioners were in attendance:

Craig Wilson, Arden Hills, Secretary/Treasurer
Sue Majerus, Falcon Heights
Rick Montour, Little Canada, Vice Chair
Joe Flaherty, Mounds View
Gina Bauman, New Brighton, Chair
Gregg Nelson, North Oaks
Dan Roe, Roseville

Others Present:

Coralie Wilson, Executive Director
David Rosenbloom, Business Manager
Jesse Fraley, CPA, Harrington, Langer & Associates

III. Public Forum

No one was present to speak at the public forum.

IV. Approval of Agenda

Mr. Wilson moved, seconded by Mr. Montour, to approve the agenda. The motion was approved unanimously.

V. Approval of Minutes

Mr. Montour moved, seconded by Mr. Roe, to approve the minutes of the March 5, 2015, regular meeting and the April, 16, 2015, special meeting. The motion was unanimously approved.

VI. Reports

A. Executive Director's Report

Ms. Wilson reported that she had just received correspondence from Karly Werner, Director of Government Affairs for Comcast, with rates that will go into effect on June 1, 2015. Ms. Wilson noted that she had provided copies of the letter and rate document for the Commissioners and pointed out two new fees, a broadcast fee and a regional sports fee. She

said some of the other fees are going up, while others are going down, but she did call their attention to a 50% increase in the fee for the digital transport adapter (DTA). She also reported that the cities had received their franchise fees for the first quarter of 2015.

Ms. Wilson reviewed some of the trade press reports involving Comcast from the recent cable show, and she asked the Commissioners to let her know which conferences they planned to attend so that she can send in the registrations.

B. Committee Report(s)/Minutes

The minutes of the April 22, 2015, City Managers and Administrators Committee meeting were distributed in the packet.

C. Cable Company Report

No one from Comcast was available to report.

VII. General Business

A. Treasurer's Report

Mr. Wilson moved, seconded by Mr. Roe, to approve the February and March 2015 Treasurer's reports. The motion passed unanimously.

B. 2014 Audit Report

Mr. Fraley, from Harrington, Langer & Associates, presented the 2014 audit report for the North Suburban Communications Commission and indicated that it was a clean audit. Following the presentation, Mr. Montour moved to accept the 2014 Audit Report and to direct staff to distribute copies of the report to the member cities. Mr. Flaherty seconded the motion, and it was approved unanimously.

VIII. Announcements

Ms. Bauman announced that the City of New Brighton had held its Town Hall meeting on the previous Saturday. She said it was well attended and reviewed water issues that were discussed at the meeting.

IX. Adjournment

Mr. Roe moved, seconded by Mr. Wilson, to adjourn the meeting. The motion was approved unanimously and the meeting adjourned at 7:45 p.m.

Respectfully Submitted

Craig Wilson, Secretary/Treasurer

to: Commissioners

from: Cor Wilson
Executive Director

subject: Report for May, June and July

Century Link Franchise Negotiations – I talked with NSCC legal counsel Mike Bradley this afternoon, and he reported good progress on the franchise negotiations with CenturyLink. He will provide an update at the August 5 meeting.

Comcast Franchise Renewal Negotiations – As you know, Comcast's legal counsel gave the administrative law judge on July 1, 2015, a 60-day notice that the company plans to re-start the formal franchise renewal process. The attorneys and the judge have a meeting scheduled in September to discuss the process. In the meantime, Mr. Bradley has been attempting to contact Comcast's corporate counsel, Jeff Jacobs, to discuss informal negotiations. They had a brief conversation in June, but to date Mr. Jacobs has not responded to Mr. Bradley's inquiries since then.

NATOA Conference – Craig Wilson, Susan Majerus, Jeff Dains, Hal Gray and I will be attending the NATOA conference in September. Based on recent FCC activity, we should have some very interesting policy discussions at the conference this year.

Other Activities – On May 28, 2015, I provided an orientation for the new Falcon Heights City Administrator, Sack Thongvanh. I chaired the conference planning committee for the MACTA conference on June 16, and moderated one of the panels. On July 13, I participated in a NATOA webinar on franchise renewal.

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**NSSC Item VII.D.
July 31, 2015**

to: Commissioners
from: Coralie Wilson, Executive Director
subject: Treasurer's Report for April, May, and June 2015

The financial reports for the months of April, May and June, 2015, are attached for your review.

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North Suburban Communications Commission
 2015 Financial Report Summary
 For the Four Months Ending April 30, 2015

	Current Month	Year to Date	% Total Budget	Y-T-D Budget	Annual Budget
Revenues					
Interest Income	33.23	44.81	(0.22)	64.00	200.00
Cable Co. Scholarships	0.00	0.00	0.00	0.00	91,265.00
Reimbursement	0.00	3,629.64	(0.50)	1,814.00	7,253.00
Misc. Income	10,000.00 a.	10,000.00	0.00	0.00	0.00
City Contributions	0.00	299,999.99	(1.00)	300,000.00	300,000.00
Transfer from Reserves	0.00	0.00	0.00	0.00	85,873.00
Total Revenues	10,033.23	313,674.44	(0.65)	301,878.00	484,591.00
Expenses Summary					
Personal Services	12,043.66	38,672.06	0.31	39,170.08	125,826.00
Operating Expenses	21,133.58	70,243.25	0.22	78,024.50	320,765.00
Contingency	0.00	0.00	0.00	0.00	0.00
Capital Expenses	879.60	38,769.60	1.02	19,750.00	38,000.00
Total Expenses	34,056.84	147,684.91	0.30	136,944.58	484,591.00
Net	(\$ 24,023.61)	\$ 165,989.53	0.00	164,933.42	0.00

North Suburban Communications Commission
 2015 Detail Financial Report
 For the Four Months Ending April 30, 2015

	Current Month	Year to Date	% Total Budget	Y-T-D Budget	Annual Budget
Personnel Services					
Full Time Salaries	8,298.73	30,113.58	0.31	30,215.40	98,200.00
Part Time Salaries	0.00	0.00	0.00	0.00	0.00
FICA	(234.50) b.	2,011.17	0.26	2,627.00	7,875.00
Retirement	374.35	930.33	0.21	1,579.50	4,419.00
Unemployment	347.46	665.90	1.31	300.00	507.00
Workers Comp	855.40	855.40	1.04	0.00	825.00
Health/Life Insurance	2,402.22	4,095.68	0.29	4,448.18	14,000.00
Total Personal Services	12,043.66	38,672.06	0.31	39,170.08	125,826.00
Operating Expenses					
General					
Printing	0.00	0.00	0.00	200.00	500.00
Publications	0.00	339.00	0.68	175.00	500.00
Memberships	212.00 c.	3,424.00	0.57	5,585.00	6,000.00
Total General	212.00	3,763.00	0.54	5,960.00	7,000.00
Supplies					
I-Net Supplies	0.00	0.00	0.00	0.00	1,500.00
Office Supplies	25.99	305.45	0.38	150.00	800.00
Software Supplies	0.00	44.99	0.04	500.00	1,000.00
Volunteer Supplies	214.78 d.	616.87	1.23	500.00	500.00
Total Supplies	240.77	967.31	0.25	1,150.00	3,800.00

b. FICA -- Adjustment for intern expense. (David had originally taken intern expense out of part-time salaries rather than the Scholarship/Intern line item.)

c. Memberships -- New Brighton/Mounds View Rotary Club

d. Volunteer Supplies -- City Manager/Administrator Committee meeting expense; plaques for retiring Commissioners (50%)

North Suburban Communications Commission
 2015 Detail Financial Report
 For the Four Months Ending April 30, 2015

	Current Month		Year to Date	% Total Budget	Y-T-D Budget	Annual Budget
Maintenance						
Office Equipment	175.03	e.	298.07	0.37	200.00	800.00
Network Equip. Maint.	0.00		3,763.00	0.94	0.00	4,000.00
Building Janitorial	1,256.13		6,202.65	0.36	5,782.00	17,350.00
Total Maintenance	1,431.16		10,263.72	0.46	5,982.00	22,150.00
Travel						
Conferences	0.00		36.80	0.00	250.00	8,000.00
Mileage & Meals	235.17		796.81	0.32	761.50	2,500.00
Total Travel	235.17		833.61	0.08	1,011.50	10,500.00
Tuition & Training						
Tuition & Training	0.00		0.00	0.00	345.00	500.00
Utilities						
Utilities	516.80		2,019.24	0.27	2,464.00	7,400.00
Leases						
Rent	1,696.40		6,785.60	0.32	7,000.00	21,000.00
Miscellaneous	0.00		0.00	0.00	125.00	500.00
Postage Meter	0.00		32.74	0.22	39.00	150.00
Total Leases	1,696.40		6,818.34	0.31	7,164.00	21,650.00

e. Office Equip. Maint. -- Copier /printer maintenance

North Suburban Communications Commission
 2015 Detail Financial Report
 For the Four Months Ending April 30, 2015

	Current Month	Year to Date	% Total Budget	Y-T-D Budget	Annual Budget
Contractual					
Audit	0.00	4,500.00	0.72	4,000.00	6,250.00
Insurance	0.00	402.99	0.10	1,336.00	4,000.00
Legal	0.00	5,092.50	0.07	25,000.00	75,000.00
Intrnet Connection	500.00	2,000.00	0.33	2,032.00	6,100.00
NSCC SALES TAX	86.07	3,282.02	3.28	340.00	1,000.00
Cable Services	0.00	0.00	0.00	0.00	0.00
Miscellaneous	754.00	f. 6,006.18	0.10	19,000.00	59,000.00
Total Contractual	1,340.07	21,283.69	0.14	51,708.00	151,350.00
Communications					
Postage	0.00	238.00	0.32	300.00	750.00
Telephone	110.42	441.65	0.32	440.00	1,400.00
Advertising & Promotion	0.00	912.00	0.91	500.00	1,000.00
Total Communications	110.42	1,591.65	0.51	1,240.00	3,150.00
Grants					
Scholarships	0.00	0.00	0.25	0.00	91,265.00
Internships	15,350.79	g. 22,702.69	0.00	0.00	0.00
Total Grants	15,350.79	22,702.69	0.25	0.00	91,265.00
Recruiting					
Recruiting	0.00	0.00	0.00	1,000.00	2,000.00
Total Operating	21,133.58	70,243.25	0.22	78,024.50	320,765.00

f. Misc. Contractual -- Roseville IT; Office of Administrative Hearings fee; cable reimbursement for executive director

g. Internships -- Reimbursement to NSAC for interns.

North Suburban Communications Commission

2015 Detail Financial Report

For the Four Months Ending April 30, 2015

	Current Month	Year to Date	% Total Budget	Y-T-D Budget	Annual Budget
Contingency					
Contingency	0.00	0.00	0.00	0.00	0.00
Capital Expenses					
Capital Improvements	879.60 h.	879.60	0.44	750.00	2,000.00
Capital Video	0.00	0.00	0.00	0.00	0.00
I-Net Equipment	0.00	37,890.00	1.08	18,000.00	35,000.00
Office Equipment	0.00	0.00	0.00	1,000.00	1,000.00
Total Capital	879.60	38,769.60	1.02	19,750.00	38,000.00
Total Expenses	34,056.84	147,684.91	0.30	136,944.58	484,591.00

h. Capital Improvements -- Studio carpeting and paint (20%)

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North Suburban Communications Commission

2015 Financial Report Summary

For the Five Months Ending May 31, 2015

	Current Month	Year to Date	% Total Budget	Y-T-D Budget	Annual Budget
Revenues					
Interest Income	16.23	64.70	(0.32)	81.00	200.00
Cable Co. Scholarships	93,260.87	93,260.87	(1.02)	0.00	91,265.00
Reimbursement	0.00	3,629.64	(0.50)	1,814.00	7,253.00
Misc. Income	0.00	10,000.00	0.00	0.00	0.00
City Contributions	0.00	299,999.99	(1.00)	300,000.00	300,000.00
Transfer from Reserves	0.00	0.00	0.00	0.00	85,873.00
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Total Revenues	93,277.10	406,955.20	(0.84)	301,895.00	484,591.00

Expenses Summary

Personnel Services	9,282.05	47,954.11	0.38	53,508.55	125,826.00
Operating Expenses	21,282.46	91,525.71	0.29	98,674.83	320,765.00
Contingency	0.00	0.00	0.00	0.00	0.00
Capital Expenses	0.00	38,769.60	1.02	19,750.00	38,000.00
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Total Expenses	30,564.51	178,249.42	0.37	171,933.38	484,591.00
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Net	\$ 62,712.59	\$ 228,705.78	0.00	129,961.62	0.00

North Suburban Communications Commission

2015 Detail Financial Report

For the Five Months Ending May 31, 2015

	Current Month	Year to Date	% Total Budget	Y-T-D Budget	Annual Budget
Personnel Services					
Full Time Salaries	7,921.52	38,035.10	0.39	41,571.96	98,200.00
Part Time Salaries	0.00	0.00	0.00	0.00	0.00
FICA	594.77	2,605.94	0.33	3,283.00	7,875.00
Retirement	237.19	1,167.52	0.26	1,894.50	4,419.00
Unemployment	81.78	747.68	1.47	370.00	507.00
Workers Comp	(784.12) a.	71.28	0.09	825.00	825.00
Health/Life Insurance	1,230.91	5,326.59	0.38	5,564.09	14,000.00
Total Personal Services	9,282.05	47,954.11	0.38	53,508.55	125,826.00
Operating Expenses					
General					
Printing	0.00	0.00	0.00	200.00	500.00
Publications	0.00	339.00	0.68	255.00	500.00
Memberships	0.00	3,424.00	0.57	5,585.00	6,000.00
Total General	0.00	3,763.00	0.54	6,040.00	7,000.00
Supplies					
I-Net Supplies	0.00	0.00	0.00	0.00	1,500.00
Office Supplies	55.02	360.47	0.45	400.00	800.00
Video Supplies	0.00	0.00	0.00	0.00	0.00
Software Supplies	0.00	44.99	0.04	500.00	1,000.00
Volunteer Supplies	64.95	681.82	1.36	500.00	500.00
Total Supplies	119.97	1,087.28	0.29	1,400.00	3,800.00

a. Workers Comp -- Corrects a misallocation of the entire annual premium incorrectly allocated to the NSCC.

	Current Month	Year to Date	% Total Budget	Y-T-D Budget	Annual Budget
Maintenance					
Office Equipment	0.00	298.07	0.37	200.00	800.00
Network Equip. Maint.	0.00	3,763.00	0.94	0.00	4,000.00
Building Janitorial	1,487.83	7,690.48	0.44	7,228.00	17,350.00
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Total Maintenance	1,487.83	11,751.55	0.53	7,428.00	22,150.00
Travel					
Conferences	0.00	36.80	0.00	1,250.00	8,000.00
Mileage & Meals	175.00	971.81	0.39	1,087.83	2,500.00
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Total Travel	175.00	1,008.61	0.10	2,337.83	10,500.00
Tuition & Training					
Tuition & Training	0.00	0.00	0.00	360.00	500.00
Utilities					
Utilities	502.14	2,521.38	0.34	3,081.00	7,400.00
Leases					
Rent	1,696.40	8,482.00	0.40	8,750.00	21,000.00
Miscellaneous	0.00	0.00	0.00	250.00	500.00
Postage Meter	0.00	32.74	0.22	39.00	150.00
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Total Leases	1,696.40	8,514.74	0.39	9,039.00	21,650.00

	Current Month		Year to Date	% Total Budget	Y-T-D Budget	Annual Budget
Contractual						
Audit	1,850.00		6,350.00	1.02	6,250.00	6,250.00
Insurance	317.81		720.80	0.18	1,669.00	4,000.00
Legal	9,292.50	b.	14,385.00	0.19	31,250.00	75,000.00
Internet Connection	500.00		2,500.00	0.41	2,540.00	6,100.00
NSCC SALES TAX	59.06		3,341.08	3.34	420.00	1,000.00
Cable Services	0.00		0.00	0.00	0.00	0.00
Miscellaneous	649.00	c.	6,655.18	0.11	24,500.00	59,000.00
Total Contractual	12,668.37		33,952.06	0.22	66,629.00	151,350.00
Communications						
Postage	150.00	d.	388.00	0.52	300.00	750.00
Telephone	74.87		516.52	0.37	560.00	1,400.00
Advertising & Promotion	0.00		912.00	0.91	500.00	1,000.00
Total Communications	224.87		1,816.52	0.58	1,360.00	3,150.00
Grants						
Scholarships	0.00		0.00	0.30	0.00	91,265.00
Internships	4,407.88		27,110.57	0.00	0.00	0.00
Total Grants	4,407.88		27,110.57	0.30	0.00	91,265.00
Recruiting						
Recruiting	0.00		0.00	0.00	1,000.00	2,000.00
Total Operating	21,282.46		91,525.71	0.29	98,674.83	320,765.00

b. Legal Fees -- CenturyLink franchise negotiations (to be reimbursed)

c. Misc. Contractual -- Roseville IT services; Office of Administrative Hearings

d. Postage -- Postage meter refill

	Current Month	Year to Date	% Total Budget	Y-T-D Budget	Annual Budget
Capital Expenses					
Capital Improvements	0.00	879.60	0.44	750.00	2,000.00
I-Net Equipment	0.00	37,890.00	1.08	18,000.00	35,000.00
Office Equipment	0.00	0.00	0.00	1,000.00	1,000.00
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Total Capital	0.00	38,769.60	1.02	19,750.00	38,000.00
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Total Expenses	30,564.51	178,249.42	0.37	171,933.38	484,591.00

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North Suburban Communications Commission

2015 Financial Report Summary

For the Six Months Ending June 30, 2015

	Current Month	Year to Date	% Total Budget	Y-T-D Budget	Annual Budget
Revenues					
Interest Income	15.70	80.40	(0.40)	98.00	200.00
Cable Co. Scholarships	0.00	93,260.87	(1.02)	91,265.00	91,265.00
Reimbursement	1,814.82 a.	5,444.46	(0.75)	3,627.00	7,253.00
Misc. Income	0.00	10,000.00	0.00	0.00	0.00
City Contributions	0.00	299,999.99	(1.00)	300,000.00	300,000.00
Transfer from Reserves	0.00	0.00	0.00	0.00	85,873.00
Total Revenues	1,830.52	408,785.72	(0.84)	394,990.00	484,591.00
Expenses Summary					
Personnel Services	8,154.49	56,108.60	0.45	63,214.01	125,826.00
Operating Expenses	16,023.65	107,549.36	0.34	210,060.83	320,765.00
Contingency	0.00	0.00	0.00	0.00	0.00
Capital Expenses	0.00	38,769.60	1.02	19,750.00	38,000.00
Total Expenses	24,178.14	202,427.56	0.42	293,024.84	484,591.00
Net	(\$ 22,347.62)	\$ 206,358.16	0.00	101,965.16	0.00

a. Reimbursements -- Second quarter payment from Ramsey County for use of Institutional Network.

North Suburban Communications Commission

2015 Detail Financial Report

For the Six Months Ending June 30, 2015

	Current Month	Year to Date	% Total Budget	Y-T-D Budget	Annual Budget
Personnel Services					
Full Time Salaries	6,127.16	44,162.26	0.45	49,125.51	98,200.00
Part Time Salaries	0.00	0.00	0.00	0.00	0.00
FICA	620.31	3,226.25	0.41	3,939.00	7,875.00
Retirement	252.19	1,419.71	0.32	2,209.50	4,419.00
Unemployment	85.59	833.27	1.64	435.00	507.00
Workers Comp	71.28	142.56	0.17	825.00	825.00
Health/Life Insurance	997.96	6,324.55	0.45	6,680.00	14,000.00
Total Personal Services	8,154.49	56,108.60	0.45	63,214.01	125,826.00

Operating Expenses

General

Printing	45.40	b.	45.40	0.09	200.00	500.00
Publications	189.80	c.	528.80	1.06	255.00	500.00
Memberships	0.00		3,424.00	0.57	5,800.00	6,000.00
Total General	235.20		3,998.20	0.57	6,255.00	7,000.00

Supplies

I-Net Supplies	0.00		0.00	0.00	0.00	1,500.00
Office Supplies	33.38		393.85	0.49	450.00	800.00
Software Supplies	0.00		44.99	0.04	500.00	1,000.00
Volunteer Supplies	0.00		681.82	1.36	500.00	500.00
Total Supplies	33.38		1,120.66	0.29	1,450.00	3,800.00

b. Printing -- Business cards for new Business Manager (1/2)

c. Publications -- Pioneer Press (1/2)

	Current Month	Year to Date	% Total Budget	Y-T-D Budget	Annual Budget
Maintenance					
Office Equipment	0.00	298.07	0.37	200.00	800.00
Network Equip. Maint.	0.00	3,763.00	0.94	0.00	4,000.00
Building Janitorial	1,313.00	9,003.48	0.52	8,674.00	17,350.00
Total Maintenance	1,313.00	13,064.55	0.59	8,874.00	22,150.00
Travel					
Conferences	360.00 d.	396.80	0.05	4,000.00	8,000.00
Mileage & Meals	175.00	1,146.81	0.46	1,287.83	2,500.00
Total Travel	535.00	1,543.61	0.15	5,287.83	10,500.00
Tuition & Training					
Tuition & Training	0.00	0.00	0.00	375.00	500.00
Utilities					
Utilities	606.57	3,127.95	0.42	3,698.00	7,400.00
Leases					
Rent	1,696.40	10,178.40	0.48	10,500.00	21,000.00
Miscellaneous	0.00	0.00	0.00	250.00	500.00
Postage Meter	0.00	32.74	0.22	76.00	150.00
Total Leases	1,696.40	10,211.14	0.47	10,826.00	21,650.00

d. Conferences -- Commissioners' registration for MACTA conference.

	Current Month	Year to Date	% Total Budget	Y-T-D Budget	Annual Budget
Contractual					
Audit	0.00	6,350.00	1.02	6,250.00	6,250.00
Insurance	317.81	1,038.61	0.26	2,002.00	4,000.00
Legal	0.00	14,385.00	0.19	37,500.00	75,000.00
Internet Connection	500.00	3,000.00	0.49	3,048.00	6,100.00
NSCC SALES TAX	60.51	3,401.59	3.40	500.00	1,000.00
Miscellaneous	758.00	e. 7,413.18	0.13	30,000.00	59,000.00
Total Contractual	1,636.32	35,588.38	0.24	79,300.00	151,350.00
Communications					
Postage	0.00	388.00	0.52	300.00	750.00
Telephone	110.42	626.94	0.45	680.00	1,400.00
Advertising & Promotion	0.00	912.00	0.91	750.00	1,000.00
Total Communications	110.42	1,926.94	0.61	1,730.00	3,150.00
Grants					
Scholarships	0.00	0.00	0.00	91,265.00	91,265.00
Internships	9,857.36	36,967.93	0.00	0.00	0.00
Total Grants	9,857.36	36,967.93	0.41	91,265.00	91,265.00
Recruiting					
Recruiting	0.00	0.00	0.00	1,000.00	2,000.00
Total Operating	16,023.65	107,549.36	0.34	210,060.83	320,765.00

e. Misc. Contractual -- Roseville IT services; executive director's cable reimbursement; bank fees

	Current Month	Year to Date	% Total Budget	Y-T-D Budget	Annual Budget
Capital Expenses					
Capital Improvements	0.00	879.60	0.44	750.00	2,000.00
Capital Video	0.00	0.00	0.00	0.00	0.00
I-Net Equipment	0.00	37,890.00	1.08	18,000.00	35,000.00
Office Equipment	0.00	0.00	0.00	1,000.00	1,000.00
	<hr/>				
Total Capital	0.00	38,769.60	1.02	19,750.00	38,000.00
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Total Expenses	24,178.14	202,427.56	0.42	293,024.84	484,591.00

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NSCC Item VII.B.
July 31, 2015

to: Commissioners

from: Cor Wilson
Executive Director

subject: Recommendation for Channel Realignment

Background: Eight PEG (public, education and government) channels are currently activated on the Comcast cable system in the NSCC/NSAC service area. Of those, three are designated for use by the three public school districts: Roseville, Mounds View and St. Anthony/New Brighton (SA/NB), and of those three, the SA/NB channel has, by far, the least amount of programming. They currently show only the school board meetings.

Last summer, I met with the SA/NB Superintendent Bob Laney and discussed moving the SA/NB school board meetings to another channel in order to allow the NSAC/CTV North Suburbs to more effectively and fully program the channel that the district is currently using. The SA/NB staff was amenable to the idea and said they would like to move to the St. Anthony city channel 16. All of the St. Anthony local government programming would then be on the same channel. However, since the district also serves a small portion of the City of New Brighton, they wanted to have their school board meetings on the New Brighton channel 16 as well. I shared this information with City Manager Mark Casey and City Council Member and NSCC/NSAC commissioner Hal Gray.

However, before we could pursue the change further, franchise and transfer of ownership negotiations took precedence last fall, and negotiations with CenturyLink took precedence this spring. Nevertheless, the staff continues to believe that the programming move, facilitating some channel realignment, is a good idea, and we hope to implement the new channel lineup this fall. To that end, we have discussed scheduling SA/NB school board meetings on the New Brighton channel with that city's staff, and they willing to do so. I then talked with Council Member Hal Gray and City Manager Mark Casey again, and I am working with them to secure permission from the City of St. Anthony to program the school Board meetings on that city's channel 16. Once permission is granted and the new channel lineup is approved by the NSCC/NSAC, the staff will implement the change and will work with the city and the school district to communicate the district's new channel and schedule.

Recommendation for Channel Realignment
July 31, 2015
Page 2.

This is not, by the way, our first channel realignment. In the original cable franchise, we had a designated library channel. Neither the Ramsey County Library nor the St. Anthony Branch of the Hennepin County Library was interested in programming the channel, so in the 1990's NSCC took it back and eventually designated channel 21 for non-local programming.

New Channel Lineup: With the proliferation of sports-related programming on our primary community channel, Channel 15, several years ago we shifted sports programming to Channel 14. We scheduled city and county meetings on Monday-Wednesday and sports from Thursday-Sunday. The split-identity channel is not ideal, however. Moving the SA/NB school board meetings to another channel frees up an entire channel and enables us to dedicate it to sports programming. Doing so will make it much easier to promote the channel, and we believe a channel devoted to local sports programming will be very popular. As part of the realignment, we have also renamed the channels, tagging them all to the CTV identity, to facilitate our channel marketing and promotion efforts. A copy of the proposed channel realignment and a chart showing the increase in sports programming is attached.

We would like to implement the change in September, accompanied by a major marketing campaign. The Strategic Planning Committee has endorsed the realignment. (See July 29, 2015, committee minutes in NSAC packet.)

Action Requested: Motion to approve proposed channel realignment.



CHANNEL REALIGNMENT V1

TODAY

- 14** Govt/Sports
Mon-Wed: City Meetings
Thu-Sun: Sporting Events
- 15** Public Access
Community produced programs by CTV Producers or 10-city residents.
- 16** Municipal
Discreet city programming managed by each CTV City.
- 18** RV Schools
Roseville Area Schools District programming.
- 19** St. Anthony/NB Schools
St. Anthony/NB School District programming.
- 20** Mounds View Schools
Mounds View School District programming.
- 21** Outside Programs
Programming by non-resident producers across the nation.
- 98** NASA
NASA programming

TOMORROW [Sept. 2015]

*SA/NB School Board Mtgs. remain on Ch19 and/or SA & NB city channels

- 14** CTV Sports
24/7 Sporting events featuring teams & athletes from CTV Cities
- 15** CTV Community
Community produced programs by CTV Producers/residents.
- 16** CTV Cities
Discreet city programming managed by each CTV City.
- 18** CTV RASD 623
Roseville Area Schools District programming.
- 19** CTV Civic
Live and archived city, county, and school board meetings.
- 20** CTV MVSD 621
Mounds View School District programming.
- 21** CTV PLUS
Programming by non-resident producers across the region and nation.
- 98** CTV NASA
Satellite programming Including NASA
- HD** CTV HD
Collection of CTV's High-Definition programs

CTV Sports Channel 14 - Programming Report

Year	Total Sports Events	CTV Produced	Other Facilities	RV Oval Events	Summary/Notes
2016					
2015	172	91	78	3	As of 10/15/15 + Full Saints Baseball home schedule
2014	173	112	48	13	
2013	157	116	32	9	
2012	137	103	34	0	
2011	117	111	6	0	
2010	107	103	4	0	
2009	99	99	0	0	
TOTALS	962	735	202	25	