

AGENDA

**IOWA CITY TELECOMMUNICATIONS COMMISSION**

CITY CABLE TV OFFICE, 10 S. LINN ST., TOWER PLACE PARKING FACILITY, LEVEL 3A

FEBRUARY 27, 2017, 5:30PM

1. Call to order
2. Approval of minutes
3. Announcements of Commissioners
4. Short public announcements
5. REPORTS
  - Consumer Issues
  - Mediacom Report
  - Local Access Reports
  - City Cable TV Office Report
6. Municipal broadband feasibility
7. Adjournment

**MINUTES**

Iowa City Telecommunications Commission

January 23, 2017 – 5:30 P.M.

City of Iowa City Cable TV Office, 10 S. Linn St. - Tower Place, LEVEL 3A

Call to Order: Meeting called to order at 5:30 P.M.

Members Present: Nick Kilburg, Laura Bergus, Derek Johnk

Members Absent: Paul Gowder

Staff Present: Ty Coleman

Others Present: Gerardo Sandoval

**Recommendations to Council : NONE**

Approval of Minutes:

Bergus moved and Kilburg seconded a motion to approve the December 12, 2016 minutes as presented. The motion passed unanimously.

Announcements of Commissioners:

Bergus noted that she had recently posted information on Facebook about the Telecommunications Commission vacancy. Johnk said he had posted information about City board and commission vacancies in general, through his neighborhood association's Facebook page, and noted that the post had received over a hundred views in a short time. Coleman said he had arranged with Communications staff to have a release created to promote the vacancy. Coleman said he was reminded that the vacancy was for a term ending in July of 2017 and that it could be a good opportunity for someone to try it out. Coleman also noted that he learned of a requirement for the Commission to be gender-balanced, meaning that the vacancy would need to be filled by a female.

Short Public Announcements:

None

Consumer Issues:

Coleman said the issue dealing with CenturyLink service noted in the Consumer Issues Report was still active, but that the customer said she had not yet called in a ticket to continue the resolution process. Coleman said the customer had called CenturyLink before and was told that she should be receiving service at speeds that differed from what she was experiencing during the call. Coleman said the customer seems to have taken the proper steps to rule out her own equipment.

Johnk noted that some of the issues reported dealt with a fiber cut that had occurred in

December. Coleman noted that one of the outages reported was due to extreme cold temperatures. Coleman said he was waiting to receive a report from Mediacom regarding outages that occurred in Iowa City in 2016.

Mediacom Report:

Coleman said he had included Mediacom's letter regarding gigabit service in the meeting packet since he had inadvertently put a different letter from Mediacom in December's packet. Johnk said he had noticed increased Internet speeds with his Mediacom service, stating that subscribers recently received a service tier upgrade at no additional charge.

Coleman said Mediacom had recently revised its channel map in order to open up more bandwidth for Internet services. Coleman said the change didn't impact subscribers greatly, noting that some Mediacom equipment simply needed to refresh the channel map. Those receiving cable directly from the wall to their TVs needed to rescan for channels, as many of the QAM (quadrature amplitude modulation) channel assignments had changed. Coleman said it was reported that TiVo boxes may have taken a bit longer to update. Coleman said the change was announced in subscriber bills. Johnk said he noticed Mediacom had also pushed communications out through KCJJ radio. Coleman said that the City Channel 4 website's listing of Iowa City channel positions had been updated to reflect any changes that occurred. Coleman said the channel locations of the local access stations had not changed, including the QAM channels associated with them.

Local Access Reports:

Sandoval reported that a group called the InterDance Collective had recently been producing programs for PATV. Sandoval said PATV is collaborating with the group for an Iowa dance week event in April. Johnk asked whether the organization had been in contact with the Senior Center. Sandoval said he would look into it.

Sandoval said that PATV is encouraging the public to register through an online guidelines class in order to make it easier for people to become members. Sandoval noted that they have put guidelines information into a Prezi presentation, which includes audio for the visually-impaired, on their website. Those who watch or listen to the presentation can then go to PATV's facility to take a test in order to continue the membership process and move on to classes for learning about cameras, studio use, and editing.

Sandoval said he had recently visited other Public, Educational, and Governmental (PEG) stations in California, focusing mostly on public access. He said that many public access stations now have state-controlled contracts. Sandoval also noted that access representatives he met complimented PATV on its website.

City Cable TV Office Report:

Coleman referred to an upcoming event being held by ImOn in early February, saying he and two Commission members were planning to attend and would report about the event during the February 2017 Telecommunications Commission meeting. Coleman also said

that the Cable TV Office would soon be starting another Multimedia Internship, which assists with the production of the City's weekly, informational program.

Adjournment:

Johnk moved and Kilburg seconded a motion to adjourn. The motion passed unanimously. Adjournment was at 5:51 p.m.

February 23, 2017

To: Iowa City Telecommunications Commission  
From: Ty Coleman, Media Production Services Coordinator (MPSC)  
Re: Consumer Issues Report - January 2017

1.)

**Date:** 01/03/17

**Method of contact:** Email

**Complaint/Comment Summary:**

Resident asked whether Mediacom still had a monopoly with the City and noted that she had been having TV signal issues over the past two months.

**Resolution Summary:**

MPSC provided the resident with information about the non-exclusive franchise agreement with Mediacom and explained the challenge of getting another provider to enter the Iowa City market due to the high up-front costs of building a complete cable system. MPSC also noted that there had been a few outages in December due to a fiber cut and extreme temperatures.

MPSC also forwarded the technical issues to Mediacom's Rick Karnes. Mediacom's Betsy Hartman reported that she called the customer and her issues were resolved.

**Date of Resolution:** 01/04/17

2.)

**Date:** 01/17/17

**Method of contact:** Voicemail

**Issue/Comment Summary:**

Resident complained about Mediacom being the only cable provider and said her TV service had been out recently and that she was currently missing her upper channels.

**Resolution Summary:**

MPSC provided the resident with information about the current cable TV system, noting the challenge of getting a competitive provider to enter the Iowa City market. The missing upper channels were due to a recent change Mediacom's channel mapping, which had relocated a number of the upper channels for those getting a signal directly from the wall to their TV.

**Date of Resolution:** 01/18/17

3.)

**Date:** 01/17/17

**Method of contact:** Online complaint form

**Issue/Comment Summary:**

Resident reported that he had been having difficulty with his cable over the past couple of weeks.

**Resolution Summary:**

MPSC contacted the resident to obtain a clearer description of the difficulties along with an address to submit to Mediacom staff. No further response was received from the resident.

**Date of Resolution:** 01/18/17

4.)

**Date:** 01/18/17

**Method of contact:** Complaint through ICgovXpress

**Issue/Comment Summary:**

Resident complained that Mediacom service was frequently down, stating that TV service had been off all day.

**Resolution Summary:**

MPSC informed the resident of Mediacom's recent change in channel mapping and explained what to do depending on the setup of the resident's TVs. MPSC told the resident that if the suggestions did not help to resolve the issue, he/she could provide an address to get Mediacom staff involved. No further response was received from the resident.

**Date of Resolution:** 01/18/17

5.)

**Date:** 01/19/17

**Method of contact:** Phone call

**Issue/Comment Summary:**

Resident reported that his cable TV service stopped working following work completed involving running a new cable to the resident's apartment building. Resident complained that he was told the next available appointment was four days away.

**Resolution Summary:**

MPSC forwarded the issue to Rick Karnes, who later reported the issue had been resolved.

**Date of Resolution:** 01/19/2017

6.)

**Date:** 01/24/17

**Method of contact:** Email

**Issue/Comment Summary:**

Representative of a local property management company reported difficulty in getting CenturyLink to provide service to a new building on Shire Lane. A tenant was told by CenturyLink that her building was not in their system due to the City not having provided the legal description or E911 address for the property.

**Resolution Summary:**

MPSC contacted the City's Engineering Division to investigate the issue and learned that an address had been assigned to the property and that the developer should be able to provide the legal description and set up the utility services. MPSC reported

this information to the company's representative said she would contact CenturyLink to verify that they had the needed information. No further communication was received from the representative.

**Date of Resolution:** 01/25/17

7.)

**Date:** 01/30/17

**Method of contact:** Twitter

**Issue/Comment Summary:**

During a service outage due to a fiber in Cedar Rapids that was cut overnight, a customer asked why Mediacom did not have a second line going from Cedar Rapids to Iowa City, noting that fiber cuts seemed to occur often.

**Resolution Summary:**

MPSC posed the customer's question to Mediacom's Lee Grassley. Grassley reported that running another line would be impractical and prohibitively expensive. However, Mediacom's Internet service has built-in redundancy with lines between Iowa City and Cedar Rapids as well as the Quad Cities. Grassley stated that the system in Iowa City had only been down for a total of approximately 22 hours during 2016. The outage was resolved by the middle of the same day.

**Date of Resolution:** 01/31/17

8.)

**Date:** 01/30/17

**Method of contact:** Phone

**Issue/Comment Summary:**

Resident asked about the current outage and why Iowa City can't do business with another cable company.

**Resolution Summary:**

MPSC informed the resident about the cause of the outage. MPSC informed the resident of the non-exclusive nature of the franchise agreement with Mediacom and provided information regarding the potential for another provider to enter the Iowa City market.

**Date of Resolution:** 01/30/17

<u>Ticket #</u>	<u>Description</u>	<u>Region Impacted</u>	<u>Type</u>	<u>Video</u>	<u>Start Date</u>	<u>End Date</u>
1	INC000001938474 MX - CRQ000000064642 - iwcia004cm9, Field Repairing Fiber	Capital	Unscheduled Full	20	8/3/2016 9:30:00 AM	8/3/2016 10:31:00 AM
2	INC000001951095 MX - CRQ 65666 - CDRIA-TM3000-2 - Splicing in New Enclosure	Capital	Unscheduled Full	8,212	9/8/2016 6:00:00 AM	9/8/2016 8:43:18 AM
3	INC000001969402 CDRIA.VTN01 - Multiple Channel Outage	Capital	Unscheduled Full	8,212	11/1/2016 9:19:36 PM	11/1/2016 11:12:23 PM
4	INC000001987726 CDRIA.VTN01 - Multiple Channel Outage	Capital	Unscheduled Full	8,212	12/23/2016 3:44:38 PM	12/23/2016 4:19:10 PM
5	INC000001987751 CDRIA.VTN01 - Multiple Channel Outage	Capital	Unscheduled Full	8,212	12/23/2016 7:26:04 PM	12/25/2016 10:20:37 AM

Information regarding all items (1-5) continues on subsequent pages.



	<u>Duration</u>	<u>Cause</u>	<u>Cause Vendor</u>	<u>Resolution</u>	<u>Resolution Vendor</u>	<u>AOT #</u>
1	1:00:59	Forced Relocate	Swick	Fiber restore	Swick	AOT000000048055
2	2:43:18	Maintenance-replace bad enclosure	Swick	Fiber splice in new enclosure	Swick	AOT000000049213
3	1:52:47	Video Services - SEM went bad		Replaced with Apex	Mediacom	AOT000000051104
4	0:34:32	Video Services-local broadcaster		Broadcaster corrected		AOT000000052554
5	14:54:33	Video Services-local broadcaster	KM Television	Broadcaster corrected	KM Television of Iowa	AOT000000052556

Repair Description	
1	CRQ00000064642 - iwcia004cm9 for forced fiber relocate had exceeded the maintenance window causing an HFC outage for Iowa City, IA. Field completed their maintenance restoring service.
2	CRQ 65666 - CDRIA-TM3000-2 Splicing in new enclosure exceeded the maintenance window causing a VIPE and Cellular Backhaul outage which impacted Cedar Rapids, IA fed markets. Field completed work and IP Operations undid channel bonding on Iowa City, IA CMTSs to restore service.
3	HFC NOC reported a multiple channel outage impacting Iowa City, IA markets. CVO and Field were engaged and determined this issue is caused by a failing SEM in Cedar Rapids, IA. Field replaced the SEM with an APEX to restore service.
4	Monitoring tools reported a multiple channel outage impacting the Iowa City, IA markets. The channels restored without known intervention before investigation could take place. No RFO was found.
5	Monitoring tools reported a multiple channel outage impacted the Waterloo, Cedar Rapids, and Iowa City, IA markets. Field reported a broadcaster issue. Service restored without known intervention. Broadcaster was unable to provide RFO.



## The Library Channel

Report prepared for the Iowa City Telecommunications Commission monthly meeting by Beth Fisher, Program Librarian and Bond Drager, Equipment Specialist. February 2017

### February 2017:

Black History Month has brought many special programs to the library for February. We kicked off with a Gospel Music Concert from Gospel Explosion Ministries (thanks to City Channel for promoting that!)

In Children's Black History programming, Fonziba Drums brought their African drumming which was an interactive program for children along with educational components. Storytime on February 16<sup>th</sup> was a Jazz program with a local ensemble of musicians covering a range of jazz styles.

For adults, Catherine A. Stewart gave a lecture discussing her new book, "Long Past Slavery: Representing Race in the Federal Writers' Project." Invisible Hawkeyes was a panel discussion on African Americans at University of Iowa during the Civil Rights era, with Lena Hill and Michael Hill, professors at the university. Finally, Living History with Harriet Tubman was a reenactment program given by Kathryn Harris, a historian and performer.

We also had another Second Sunday Garden Forum this month: Iowa City Ecologist Connie Mutel talked about the ongoing ecological story of Iowa's agricultural transformation and native plants and animals.

We've had events from the Obermann Center on the channel this month, including a lecture from Sara Goldrick-Rab on college costs and the future of financial aid, and a panel discussion for seniors on local resources for aging in place.

Our frequent collaborators, the City of Literature organization, have One Book Two Book this month, and we're partnering to present their Cookies with Characters storytime on the library channel. We'll have Pete the Cat, Olivia, Clifford, and other familiar friends.

We also were able to show the Regina musical production's preview of My Fair Lady which they performed for a preschool audience.

### Monthly Program Update:

	This month: February 2017	Next Month: March 2016
Live Children's Programs	• 5	• 3
Live Adult Programs	• 6	• 7
Programs Cablecast	• 598	•
Programs videotaped by Govt. Channel/CTS	• 1	•

***PATV Report to Iowa City Telecommunications Commission Feb. 2017***

February at PATV has seen new shows like: Little Lady President, PSA production and capture of the Old Capital Opera fundraiser at the Englert. We seen the return of some organization like Sudanese Community of Iowa City.

**PATV Board Meetings**

PATV Board of Directors next meeting March 16th, at 6 pm.

**Intro Workshop**

Guidelines orientation is the first Thursday of every month, 6 pm at PATV.  
Next Guidelines is Thursday, Feb. 5th at 6 PM.

**Video Workshops Schedule**

Studio Training – The second Tuesday of the month from 5 – 7 pm.  
HD Camera – The third Thursday of the month from 6 –8 pm.  
Digital Editing – The fourth Thursday of the month from 6 - 8 pm.

**Current and upcoming staff supported productions**

*Little Lady President*

*Time for Soup*

*Nora's Youse of Dance*

*Education Exchange*

*The Joseph Dobrian Show*

*Hello it's us*

*GreenFire*

*The LyleStyle Show*

*PATV Presents: Thursday Night Live at Uptown Bills*

*Tom's Guitar Show*

*Time for truth*

Submitted by Gerardo Sandoval 2/22/17

***PATV Report to Iowa City Telecommunications Commission Jan. 2017***

January 2017 is off to a good start. Already we have seen lots of activity in the studio and outside our studio. Producers have captured interviews with visiting dance professors to MLK celebrations. This year we are starting our membership campaign via social media both to reach our members and to increase visibility. We are also Beta Testing (sort of) via our webpage, [www.patv.tv](http://www.patv.tv), our online Guidelines Class at the end of this month.

**PATV Board Meetings**

PATV Board of Directors next meeting Feb. 16th at 6 pm.

**Intro Workshop**

Guidelines orientation is the first Thursday of every month, 6 pm at PATV.  
Next Guidelines is Thursday, Feb. 5th at 6 PM.

**Video Workshops Schedule**

Studio Training – The second Tuesday of the month from 5 – 7 pm.  
HD Camera – The third Thursday of the month from 6 –8 pm.  
Digital Editing – The fourth Thursday of the month from 6 - 8 pm.

**Current and upcoming staff supported productions**

*Education Exchange*  
*The Joseph Dobrian Show*  
*Hello it's us*  
*GreenFire*  
*The LyleStyle Show*  
*PATV Presents: Thursday Night Live at Uptown Bills*  
*Tom's Guitar Show*  
*Time for truth*

Submitted by Gerardo Sandoval 1/18/17

***PATV Report to Iowa City Telecommunications Commission Dec. 2016***

December has been a busy month for our members and staff as we all prepare for the holidays. From a ADA Group dance production of Rudolph The Red Nose Reindeer to many warm messages from our regularly scheduled shows. We will be closed to the public the week between Christmas and New Years.

**PATV Board Meetings**

PATV Board of Directors next meeting Jan. 19th at 6 pm.

**Intro Workshop**

Guidelines orientation is the first Thursday of every month, 6 pm at PATV.  
Next Guidelines is Thursday, Jan. 5th at 6 PM.

**Video Workshops Schedule**

Studio Training – The second Tuesday of the month from 5 – 7 pm.  
HD Camera – The third Thursday of the month from 6 –8 pm.  
Digital Editing – The fourth Thursday of the month from 6 - 8 pm.

**Current and upcoming staff supported productions**

*Education Exchange*  
*The Joseph Dobrian Show*  
*Hello it's us*  
*GreenFire*  
*The LyleStyle Show*  
*PATV Presents: Thursday Night Live at Uptown Bills*  
*Tom's Guitar Show*  
*Time for truth*

Submitted by Gerardo Sandoval 12/21/16

## **PATV Report to Iowa City Telecommunications Commission February 27, 2017 – 4<sup>th</sup> Quarter**

Our 4<sup>th</sup> quarter of 2016 prove to be a wonderful quarter. We welcomed new members/producers that produced shows like: Nora's House of Dance and Time for Soup. We updated our website, increased our visibility on social media with our weekly updates and even created a PATV marketing cartoon personality named Rico.

### **Q4 2016 Workshops Attendance**

Guidelines – 11, HD camera -- 8, Editing --11, Studio – 10

### **Upcoming Meetings and Workshops**

- Board of Directors meeting is Thursday, March. 16<sup>th</sup>, 6 PM at PATV.
- PATV Guidelines orientation is the first Thursday of every month from 6 - 7 PM. Next Guidelines is Thursday, March. 2<sup>nd</sup>, 6 PM at PATV.
- Studio Class are on the second Tuesday of every month at 5pm -7pm
- HD Camera classes are the third Thursday of each month at 6 PM.
- Editing Class are the fourth Thursday of every month at 6pm – 8pm.

### **Recent staff produced or assisted productions**

- Time for Soup
- The Ava Su Show
- Right on Tyme
- The Joseph Dobiran Show
- Nora's House of Dance
- Live at Prairie Lights
- We are Iowa City
- Education Exchange
- Thursday Night Live at Uptown Bills
- The LyleStyle Show
- Tom's Guitar Show
- Green Fire with John Shumaker
- Hello it's Us
- Time for Truth

Submitted by Gerardo Sandoval, February 17, 2017

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Julieta Rangel  
Programming Coordinator  
Public Access Television  
February 15, 2017

Ty Coleman  
[ty-coleman@iowa-city.org](mailto:ty-coleman@iowa-city.org)

Dear Ty,

During the fourth quarter of 2016, Public Access Television aired 559 programs that played 2587 times approximating 1323:90 hours of cablecast television. 286 of those programs were produced using PATV equipment and facilities.

Of the 559 programs, 394 programs, approximating 665:40 hours of cablecast television, were new programs that were produced by local residents and appeared for the first time and replayed on PATV during this quarter. 59 programs, approximating 580 hours of cablecast television, were programs produced by local residents that were reported as “new” in previous reporting periods, and were replayed this quarter.

In addition, there were 105 programs, approximating 119 hours of programming, that were “imported”, or produced by people from outside of the Iowa City area community, that were submitted for playback by local residents and subsequently cablecast for the first time and replayed on PATV during this quarter. There was 1 program approximating 3 hours that was designated as an “imported program” and reported as “new” in previous reporting periods that played on PATV this quarter.

Julieta Rangel  
Programming Coordinator



<b>Total Unique Programs:</b>	<b>559.00</b>	<i>verify</i> 559.00	
<b>Total Unique Airtime:</b>	<b>29370.00</b>	29370.00	489.5
<b>Total Plays:</b>	<b>2587.00</b>	2587.00	
<b>Total Airtime:</b>	<b>132390.00</b>	132390.00	2206.5
<b>Unique Programs Using PATV Equipment</b>	<b>286.00</b>		

<b>Community</b>	<b>Programs</b>	<b>Airtime</b>		
	New 1st Play	0.00	0.00	0
	New Replay	0.00	0.00	0
	All New	0.00	0.00	0
	Old 1st Play	0.00	0.00	0
	Old Replay	0.00	0.00	0
	All Old	0.00	0.00	0
<hr/>				
	Unique Programs	0.00	0.00	0
	Plays	0.00	0.00	0

<b>Import</b>	<b>Programs</b>	<b>Airtime</b>		
	New 1st Play	105.00	5520.00	92
	New Replay	73.00	2190.00	36.5
	All New	178.00	7710.00	128.5
	Old 1st Play	1.00	30.00	0.5
	Old Replay	5.00	150.00	2.5
	All Old	6.00	180.00	3
<hr/>				
	Unique Programs	106.00	5550.00	92.5
	Plays	184.00	7890.00	131.5

<b>Local</b>	<b>Programs</b>	<b>Airtime</b>		
	New 1st Play	394.00	20670.00	344.5
	New Replay	922.00	45870.00	764.5
	All New	1316.00	66540.00	1109
	Old 1st Play	59.00	3150.00	52.5
	Old Replay	1028.00	54810.00	913.5
	All Old	1087.00	57960.00	966
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	Unique Programs	453.00	23820.00	397
	Plays	2403.00	124500.00	2075

Public Access TV Inc.  
Balance Sheet  
As of December 31, 2017

Accrual Basis

	Dec 31, 17
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Cash In Bank	131,499.24
Total Checking/Savings	131,499.24
Other Current Assets	
VISA - Disputed Charge	21.46
UICCU - CDs	12,329.65
BDF Investments	21,281.20
Total Other Current Assets	33,632.31
Total Current Assets	165,131.55
Fixed Assets	
Building & Land	286,683.50
Building Improvements	177,623.84
Accumulated Depreciation - BL	-96,729.19
Accumulated Depreciation - BI	-62,037.96
Equipment, Furniture & Fixtures	204,106.47
Accumulated Depreciation - Eq.	-188,140.87
Total Fixed Assets	321,505.79
Other Assets	
Deposit	50.00
Total Other Assets	50.00
<b>TOTAL ASSETS</b>	<b><u>486,687.34</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	-514.98
Total Accounts Payable	-514.98
Other Current Liabilities	
Payroll Liabilities	507.12
Total Other Current Liabilities	507.12
Total Current Liabilities	-7.86
Long Term Liabilities	
Notes Payable - Building	79,763.52
Total Long Term Liabilities	79,763.52
Total Liabilities	79,755.66
Equity	
Fund Balance - Unrestricted	279,649.69
Change in FMV of Investments	-342.08
Retained Earnings	114,955.50
Net Income	12,668.57
Total Equity	406,931.68
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>486,687.34</u></b>

Public Access TV Inc.  
Profit & Loss  
January through December 2016

Accrual Basis

Jan - Dec 16

Ordinary Income/Expense	
Income	
City of Iowa City	237,749.60
Contributions & Fundraising	4,509.48
Memberships fees	518.00
Other/Miscellaneous Income	
Miscellaneous	1,126.40
Total Other/Miscellaneous Income	1,126.40
Building/Space Income	
Rental	23,640.00
Parking Spaces	600.00
Total Building/Space Income	24,240.00
Interest & Dividend Income	313.01
Total Income	268,456.49
Expense	
Payroll and Staff Benefits	
Salary - Director	49,038.48
Development	400.00
Wages - Production Staff	68,594.06
Workstudy - U of I	431.52
Payroll Taxes	11,296.15
Health Insurance	8,707.35
Dental Insurance Premiums	1,129.80
Total Payroll and Staff Benefits	139,597.36
Production Equipment & Supplies	
Freelancer	600.00
Online Service	339.68
Equipment Maintenance & Rep...	840.13
Equipment - Portable	834.32
Equipment - Studio Purchases	147.54
Software Licenses	2,309.42
Studio Supplies	3,115.26
Total Production Equipment & Su...	8,186.35
General & Administrative	
Bank Service Charge	85.48
Merchant Fees - Square	4.35
Finance Charges	140.28
Computer	
Computer On Line Services	2,650.80
Computer Hardware	2,019.21
Total Computer	4,670.01
Insurance	11,014.00
Meeting Expense	381.12
Memberships & Dues	1,068.95
Office Equipment	278.88
Office Supplies	2,285.54
Postage & Shipping	64.30
Professional Fees	
Accounting - CPA	819.00
Bookkeeping Fees	3,772.50

Public Access TV Inc.  
Profit & Loss  
January through December 2016

Accrual Basis

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	Jan - Dec 16
Total Professional Fees	4,591.50
Promotions and Marketing	1,464.27
Advertising - Employee Recruitm	290.00
Security System	360.00
Staff Development	
Other	297.00
Total Staff Development	297.00
Telephone - Service	1,702.01
Travel - Local & Parking	32.15
Total General & Administrative	28,729.84
Building Expense	
Garbage Pick Up	194.00
Landscaping	152.35
Mortgage Interest	3,609.60
Maintenance & Repairs	820.22
Snow Removal	675.00
Utilities - G&E, Water	3,130.10
Total Building Expense	8,581.27
Total Expense	185,094.82
Net Ordinary Income	83,361.67
Other Income/Expense	
Other Expense	
Voided Checks	0.00
Total Other Expense	0.00
Net Other Income	0.00
Net Income	<u>83,361.67</u>

**Date:** February 22, 2017

**To:** The Iowa City Telecommunications Commission

**From:** Ty Coleman, Media Production Services Coordinator, City of Iowa City Cable TV Office

**Re:** City of Iowa City Cable TV Office report for the February 2017 meeting

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### **Media Production Services**

Provided by Joel Bouwers, Media Production Asst. and Jack Brooks, Special Projects Asst.

#### Recent production activities:

- Recorded Iowa City Foreign Relations Council lectures including topics such as the evolving global commercial aircraft industry and life in the Gaza strip.
- Covered an event sponsored by the Senior Center and Beadology Iowa titled "Unraveling the Mysteries of the IXL Block, One Bead at a Time."
- Cablecast live on channel 5 and recorded the League of Women Voters annual Legislative Forum with state legislators.
- Covered the 160 Year Anniversary event for the State Historical Society of Iowa.
- Recorded the 2017 Preucil School of Music Annual String Concert in Hancher Auditorium.
- Recorded the banquet program and Write Out Loud event for the UNESCO City of Literature's Children's Literature Festival.
- Covered the Metropolitan Planning Organization of Johnson County's Urbanized Area Policy Board meeting of January 25.
- Recorded and cablecast live the Iowa City City Council work sessions and formal meetings of February 7 and 21. Also recorded the special work session of January 31.
- Recorded the Northside Neighborhood and South District Visioning Workshop Presentations.
- Shot and produced five episodes of *Iowa City Update*. Topics included the historic cabin restoration, Riverfront Crossings Park plans, Black History Month, Visioning Workshops for the north and south districts, and an overview of the City's water purification process.
- Created a February edition of *Iowa City In Focus* that included an in-depth look into the City's budget process. Other topics included the Shelter House, a feature on ice fishing, and the One Book Two Book children's literature festival.
- Completed 1 *Community Highlight* video, which recapped the Iowa City Parks and Recreation Department's Freeze Fest.

#### Upcoming productions:

- Record Iowa City Foreign Relations Council lectures including topics such as the 2016 election and bushido in modern Japanese culture.
- Cover the 2017 NAMIWalks Kickoff Luncheon.
- Cover the 2017 Preucil School of Music Orchestra Festival.
- Cablecast live and record the Iowa City City Council work sessions and formal meetings of March 7 and 21.
- Record an event held by the Human Rights Commission titled "Know Your Rights - Spousal and Partner Abuse Laws and Resources."
- Continue weekly episodes of *Iowa City Update*. Upcoming topics include Mission Creek Festival, curbside food waste collection, and street sweeping schedules.
- An *Iowa City In Focus* for March that will include the following topics: Interview with new Police Chief Jody Matherly, a police study on disproportionate contact with minorities, review of Iowa City's water purification process, and a new food truck pilot program.
- Upcoming *Community Highlight* videos will include the One Book Two Book and Top Chef events.

## Programming and Interactive Services

Provided by Kevin Crawley, Communications Technician

### Recent and Upcoming Projects:

I've made some cosmetic improvements to our YouTube video page, mostly to make the indexed pages easier to see. I've also started researching a new web framework, which will hopefully streamline the implementation of the new web pages. We've also been tweaking the new InfoVision Voice program on channel 5 to further enhance stability. We're currently running on legacy hardware, and waiting for new Apple hardware updates, so it's proved challenging.

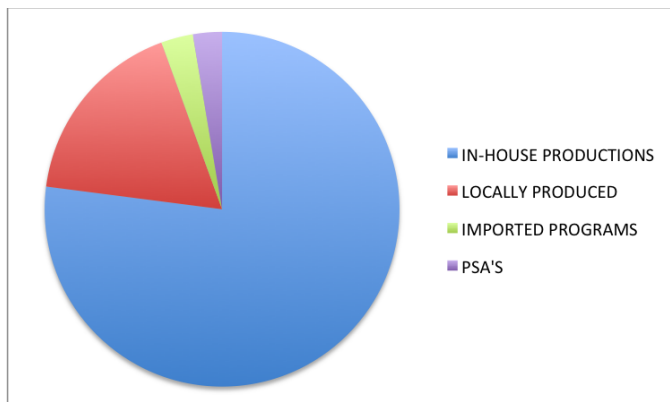
### Website:

In January, we had 4,935 users access 9,033 pages in 7,104 sessions. Our most popular pages were Mediacom's channel lineup, our homepage, Mediacom's cable rates page, our video page, our program schedule, video of the Standing Rock discussion (the first time an individual program has made the list since we've moved to YouTube), our bandwidth troubleshooting page, and our contact page.

Our streaming media provider reports 10,044 total hits, which includes 3,594 Events (player window was loaded), 392 Sessions (media was played), and 6,450 OnDemand Hits (media was scrubbed or index point was clicked). 1,514 podcasts were downloaded, and our HQ media was accessed 219 times. Our live stream was accessed 213 times. Meanwhile on YouTube, we had 3,778 views for 13,928 minutes of viewing time. Our most popular videos there were the January episode of Iowa City in Focus, the Standing Rock discussion, the January University Heights meeting, and a past episode of History For Lunch (the entire series was added to our YouTube collection in January).

### Programming:

We cablecast 155 programs produced in-house 756 times for 580 hours of programming, 33 locally-produced (DITV, Senior Center, Hoover Library, JC Board of Supervisors, Coralville, North Liberty and University Heights) programs 103 times for 99 hours of programming, and 26 imported programs 76 times for 33 hours of programming. We also showed 102 PSAs 1232 times for 26 hours of programming.



## **Programs Completed by the Cable TV Office in January 2017**

- Friday Night Concert Series promo featuring Christopher the Conquered
- Greater Iowa City Area Student Scholarships Show Choir Benefit Concert
- Iowa City Foreign Relations Council
  - Excluded by Definition: Representations of Immigrants in the French Civic Integration
  - The Evolving Global Commercial Aircraft Industry; Emerging Competitors from China and Russia
- The Unity Potluck - January 14, 2017 - Celebrating Diversity Through Unity
- Systems Unlimited 2017 Gala and Silent Auction PSA
- Iowa City City Council Work Session
  - January 3
  - January 17
- Iowa City City Council Meeting
  - January 3
  - January 17
- Poetry in Public 2016
- FY2018 City of Iowa City Budget
  - Overview
  - Capital Improvement Projects
- 34th Annual Historic Preservation Awards
- Metropolitan Planning Organization of Johnson County Urbanized Area Policy Board
- *Iowa City In Focus* for January 2017. Topics included Greenhouse Gas Reduction Plan, Tree Inventory, Washington Streetscape Update and City Council Resolutions
- *Iowa City Update*
  - TV and computer monitor ban
  - Senior housing development
  - Home energy audits
  - Historic cabin restoration
  - Riverfront Crossings Park plans