

M E M O R A N D U M

May 1, 2013

TO: Government Operations and Fiscal Policy Committee

FROM: Dr. Costis Toregas, Council IT Adviser

SUBJECT: Cable Television and Communications Plan *(continued)*

Summary of Staff Recommendations:

1. **Accept** the Executive's recommended **Cable Plan** after making the changes indicated in © 2, effectively **increasing the transfer** to the General Fund by **\$321,000**.
2. Request that the Executive **provide quarterly updates** of revenues received from all sources.

Rationale

The Committee in its April 16 discussion requested that the ITPCC projects be funded, once approved by the principals through the Interagency Technology Fund (ITF). A transfer of \$70,000 from the fund balance of the Cable Fund is designated for this ITF purpose (see line 123 on © 2).

Several reductions are shown in © 2:

- \$20,000 in operating expenses from the PEG budget (line 91);
- \$111,000 from FiberNet operations and maintenance/DOT (line 102); and
- \$120,000 from Miss Utility compliance (line 105).

These reductions total \$251,000 and are to be transferred to the General Fund.

FY14 COUNTY EXECUTIVE RECOMMENDED CABLE COMMUNICATIONS PLAN (in \$000's)											
		App FY12	ACT FY12	App FY13	Est FY13	CE REC FY14	Proj. FY15	Proj. FY16	Proj. FY17	Proj. FY18	Proj. FY19
1	BEGINNING FUND BALANCE	1,129	1,762	645	1,702	1,148	92	1,445	1,487	1,503	1,448
2	REVENUES										
3	Franchise Fees ¹	14,997	14,829	15,986	16,119	17,096	17,742	18,117	18,474	18,384	19,214
4	Gaithersburg PEG Contribution ²	197	184	200	189	189	191	194	197	201	205
5	PEG Operating and Equipment Grant ^{1,2,3}	2,134	2,137	2,180	2,201	4,332	4,376	4,420	4,508	4,598	4,690
6	PEG Capital Grant ^{1,2,3}	4,809	4,850	5,277	5,578	5,855	6,198	6,383	6,509	6,707	6,775
7	FiberNet Operating & Equipment Grant ⁴	1,678	1,681	1,715	1,731	0	0	0	0	0	0
8	Interest Earned	20	(0)	10	10	10	10	10	10	10	10
9	TFCG Application Review Fees	246	140	120	80	100	120	120	120	120	120
10	Miscellaneous	0	23	-	687		0	0	0	0	0
11	TOTAL ANNUAL REVENUES	24,081	23,844	25,487	26,594	27,583	28,637	29,244	29,817	30,019	31,013
12	TOTAL RESOURCES-CABLE FUND	25,210	25,606	26,132	28,296	28,731	28,729	30,688	31,304	31,522	32,461
13	EXPENDITURE OF RESTRICTED FUNDS ⁵										
14	A. EXPENDITURE OF RESTRICTED CAPITAL FUNDS										
15	Municipal Capital Support ³										
16	Rockville Equipment	682	686	744	785	836	877	903	921	940	958
17	Takoma Park Equipment	682	686	744	785	125	125	125	125	125	125
18	Municipal League Equipment	612	616	674	715	125	125	125	125	125	125
19	SUBTOTAL	1,976	1,989	2,163	2,284	1,086	1,127	1,153	1,171	1,190	1,208
20	PEG Capital ¹	955	1,166	1,083	1,083	852	1,324	1,454	1,563	3,492	1,566
21	Council Community Communications Capital			200	200	-	0				
22	FiberNet - CIP	2,140	1,200	1,831	1,831	3,916	3,748	3,775	3,775	2,025	4,000
23	(Must be greater or equal to Line 6) SUBTOTAL	5,071	4,355	5,277	5,399	5,855	6,198	6,383	6,509	6,707	6,775
24	B. EXPENDITURE OF OTHER RESTRICTED FUNDS										
25	Municipal Franchise Fee Distribution ⁷										
26	City of Rockville	559	601	608	636	682	718	741	752	767	783
27	City of Takoma Park	195	234	235	240	248	253	259	264	269	274
28	Other Municipalities	221	220	227	240	262	282	294	300	306	312
29	SUBTOTAL	975	1,055	1,070	1,116	1,191	1,254	1,293	1,315	1,341	1,368
30	Municipal Operating Support ⁸										
31	Rockville PEG Support	76	71	73	73	425	206	206	208	212	217
32	Takoma Park PEG Support	76	71	73	73	425	435	447	461	477	495
33	Muni. League PEG Support	146	141	143	143	425	450	435	450	435	450
34	SUBTOTAL	298	284	288	290	1,275	1,091	1,088	1,119	1,124	1,161
35	SUBTOTAL	1,272	1,339	1,358	1,406	2,466	2,345	2,381	2,435	2,466	2,529
36	TOTAL EXPENDITURES OF RESTRICTED FUNDS	6,343	5,694	6,635	6,805	8,321	8,543	8,764	8,944	9,172	9,304
37	NET TOTAL ANNUAL REVENUES	17,738	18,150	18,852	19,789	19,262	20,094	20,480	20,874	20,847	21,709
38	NET TOTAL RESOURCES-CABLE FUND	18,867	19,912	19,497	21,491	20,410	20,185	21,924	22,360	22,350	23,157
39	EXPENDITURES OF NON-RESTRICTED FUNDS										
40	A. Transmission Facilities Coordinating Group										
41	TFCG Application Review	225	237	175	175	175	179	184	190	196	204
42	SUBTOTAL	225	237	175	175	175	179	184	190	196	204
43	B. FRANCHISE ADMINISTRATION										
44	Personnel Costs - Cable Administration	794	832	819	797	834	874	915	958	1,003	1,050
45	Personnel Costs - DTS Administration	69	66	72	72	71	74	78	81	85	89
46	Personnel Costs - Charges for County Atty	98	90	98	98	103	108	113	118	123	129
47	Operating	70	72	70	121	80	82	84	87	90	93
48	Engineering & Inspection Services	30	46	70	70	88	90	93	95	99	102
49	Legal and Professional Services	280	272	275	275	275	282	289	298	309	320
50	SUBTOTAL	1,340	1,378	1,404	1,433	1,450	1,510	1,571	1,637	1,708	1,784
51	SUBTOTAL	1,565	1,615	1,579	1,608	1,625	1,689	1,755	1,827	1,904	1,987
52	D. MONTGOMERY COUNTY GOVERNMENT - CCM										
53	Media Production & Engineering										
54	Personnel Costs	760	594	818	769	856	897	939	983	1,029	1,077
55	Operating	35	128	31	31	31	32	33	34	35	37
56	Contracts - TV Production	32	32	61	62	86	89	91	94	97	101
57	New Media, Webstreaming & VOD Services	38	34	38	41	38	39	40	41	43	44
58	SUBTOTAL	865	787	949	903	1,012	1,057	1,103	1,152	1,204	1,259
59	Public Information Office										
60	Personnel Costs	704	642	708	708	733	769	805	842	882	923
61	Operating Expenses	0	0	-	-	12	12	13	13	13	14
62	Contracts - TV Production	83	25	83	84	83	85	87	90	93	97
63	SUBTOTAL	787	667	791	792	828	866	905	945	988	1,034
64	County Council										
65	Personnel Costs	157	157	157	157	169	177	185	194	203	213
66	Operating Expenses	13	11	13	13	13	13	14	14	15	15
67	Contracts - TV Production	164	159	136	136	140	143	147	152	157	163
68	General Sessions and Committee Meetings			43	43	101	104	106	110	113	118
69	Multi-Lingual/Cultural Production Services	46	46	46	46	91	93	96	99	102	106
70	SUBTOTAL	380	372	394	394	514	531	548	569	591	615

FY14 COUNTY EXECUTIVE RECOMMENDED CABLE COMMUNICATIONS PLAN (in \$000's)											
		App FY12	ACT FY12	App FY13	Est FY13	CE REC FY14	Proj. FY15	Proj. FY16	Proj. FY17	Proj. FY18	Proj. FY19
71	MNCPPC										
72	Contracts - TV Production	81	85	99	99	99	101	104	107	111	115
73	New Media, Webstreaming & VOD Services	24	24	24	24	24	25	26	26	27	28
74											
75	SUBTOTAL	105	109	123	123	123	126	129	133	138	143
	SUBTOTAL	2,137	1,935	2,258	2,213	2,477	2,580	2,686	2,799	2,921	3,050
76	E. MONTGOMERY COLLEGE - MCITY										
77	Personnel Costs	1,144	1,144	1,159	1,159	1,310	1,373	1,437	1,504	1,575	1,649
78	Operating Expenses	86	86	86	86	36	91	93	96	98	98
79											
	SUBTOTAL	1,230	1,230	1,245	1,245	1,346	1,366	1,427	1,492	1,560	1,560
80	F. PUBLIC SCHOOLS - MCPS ITV										
81	Personnel Costs	1,308	1,308	1,341	1,352	1,371	1,474	1,543	1,615	1,691	1,691
82	Operating Expenses	117	117	117	106	106	124	127	130	134	134
83											
	SUBTOTAL	1,425	1,425	1,458	1,458	1,477	1,598	1,670	1,745	1,825	1,825
84	G. COMMUNITY ACCESS PROGRAMMING*										
85	Personnel Costs	1,708	1,708	1,713	1,793	1,904	1,996	2,089	2,186	2,289	2,396
86	Operating Expenses	124	124	124	67	67	69	71	73	75	78
87	Rent & Utilities	407	407	407	367	374	383	394	406	420	436
88	New Media, Webstreaming & VOD Services	6	6	6	23	23	24	25	25	26	27
89											
	SUBTOTAL	2,245	2,245	2,250	2,250	2,369	2,472	2,578	2,690	2,810	2,938
90	H. PEG OPERATING										
91	Operating Expenses	46	113	46	88	107 127	130	133	138	142	148
92	Youth and Arts Community Media	0	18	25	25	50	51	53	54	56	58
93	Community Engagement	46	0	46	46	91	93	96	99	102	106
94	Closed Captioning	130	133	130	130	130	175	179	184	189	189
95	Technical Operations Center (TOC)	10	10	10	10	10	11	11	11	11	11
96	Mobile Production Vehicle	16	16	16	19	22	22	23	23	24	25
97											
	SUBTOTAL	248	291	272	317	429	481	494	509	525	537
98	I. FIBERNET OPERATING										
99	FiberNet - Personnel Charges for DTS	181	178	456	360	595	624	653	683	715	749
100	FiberNet - Operations & Maintenance DTS	931	932	1,131	1,198	1,131	1,197	1,230	1,268	1,312	1,361
101	FiberNet - Personnel Charges for DOT	46	47	68	68	74	78	81	85	89	93
102	FiberNet - Operations & Maintenance DOT	258	258	258	258	258 349	357	367	379	392	406
103											
	SUBTOTAL	1,416	1,415	1,914	1,884	2,149	2,256	2,331	2,415	2,508	2,609
104	J. MISS UTILITY COMPLIANCE										
105	Miss Utility Compliance	0	0	270	270	300 420	430	442	456	472	489
106											
	SUBTOTAL	0	0	270	270	420	430	442	456	472	489
107	TOTAL EXPENDITURE OF UNRESTRICTED FUNDS	10,265	10,156	11,245	11,245	12,292	12,872	13,383	13,933	14,525	14,995
108	TOTAL EXPENDITURE OF RESTRICTED FUNDS	6,343	5,694	6,635	6,805	8,321	8,543	8,764	8,944	9,172	9,304
109	TOTAL EXPENDITURES - PROGRAMS	16,608	15,850	17,880	18,050	20,613	21,415	22,147	22,877	23,697	24,300
110	K. OTHER										
111	Indirect Costs Transfer to Gen Fund	369	369	388	388	539	422	442	462	484	484
112	Indirect Costs Transfer to Gen Fund (ERP & MCTime)	34	34	32	32	25	19	19	19	19	19
113	Transfer to the General Fund	8,086	8,086	7,064	7,064	6,854	5,028	6,194	6,043	5,474	5,846
115	Legislative Community Communications NDA			380	380	400	400	400	400	400	400
116											
	SUBTOTAL	8,489	8,489	7,864	7,864	7,818	5,869	7,055	6,924	6,377	6,749
117	TOTAL EXPENDITURES	25,097	24,339	25,744	25,914	28,431	27,284	29,202	29,801	30,074	31,049
118	L. ADJUSTMENTS										
120	Encumbrance Adjustment	0	(435)	-	-	-	0	0	0	0	0
121	CIP - Designated Claim on Fund	0	0	-	1,234	-	0	0	0	0	0
122											
	TOTAL ADJUSTMENTS	0	(435)	-	1,234	-	0	0	0	0	0
123	FUND BALANCE	113	1,702	388	1,148	230 300	1,445	1,487	1,503	1,448	1,412
124	FUND BALANCE PER POLICY GUIDANCE ⁵	1,221	1,198	1,289	1,297	1,377	1,430	1,460	1,488	1,481	1,547
125	M. SUMMARY - EXPENDITURES BY FUNDING SOURCE										
126	Transfer to Gen Fund-Indirect Costs	403	403	420	420	564	441	461	481	503	503
127	Transfer to Gen Fund-Mont Coll Cable Fund ^a	1,230	1,230	1,245	1,245	1,346	1,366	1,427	1,492	1,560	1,560
128	Transfer to Gen Fund-Public Sch Cable Fund ^a	1,425	1,425	1,458	1,458	1,477	1,598	1,670	1,745	1,825	1,825
129	Transfer to CIP Fund	2,140	1,200	1,831	1,831	3,916	3,748	3,775	3,775	2,025	4,000
130	Transfer to the General Fund-Other	8,086	8,200	7,064	7,064	6,854	5,028	6,194	6,043	5,474	5,846
131	Transfer to the General Fund-Legislative Branch NDA	0	0	580	580	400	400	400	400	400	400
132	FUND TRANSFERS SUBTOTAL	13,284	12,458	12,597	12,597	14,557	12,581	13,927	13,936	11,787	14,134
133	Cable Fund Expenditure of Unrestricted Funds	7,610	7,501	8,543	8,542	9,469	9,908	10,285	10,696	11,141	11,611
134	Cable Fund Direct Expenditures	11,813	11,881	13,147	13,317	13,874	14,703	15,274	15,865	18,288	16,915

Notes: These projections are based on the Executive's Recommended budget and include the revenue and resource assumptions of that budget. The projected future expenditures, revenues, transfers, and fund balances may vary based on changes not assumed here to fee or tax rates, usage, inflation, future labor agreements, and other factors.

1. Subject to municipal pass-through payment.
2. Restricted revenue and expenditures: Certain Cable Fund revenues, required in excess of the federal limit on franchise fees, and corresponding expenditures (Municipal Franchise Fees/Pass-throughs, PEG Capital/Equipment Grants, and PEG Operating Revenue) are contractually required by franchise, municipal, and settlement agreements, and by the County Code, and may only be used for permissible federal purposes and in a manner consistent with applicable agreements.
3. The Comcast franchise renewal process has been recently initiated and specific elements of a final agreement are uncertain. Restricted categories such as PEG Capital and Operating support revenues, as well as Municipal Capital and Operating Support expenditures, will be affected. Municipal cost sharing is dependant on final negotiation of agreements between the County and municipalities. The County may require Capital Grants based on community needs. The County may negotiate, but may not require Operating Grants in addition to Franchise Fees. FY14-FY19 assumes that the County will require grants from Comcast calculated at the same rate as negotiated in the Verizon and RCN Franchises.
4. Montgomery Community Television, Inc., d/b/a Montgomery Community Media, is designated as a sole source contractor to provide community access media services.
5. Fund balance per policy guidances is calculated as 8% of total non-restricted revenues (franchise fees, tower fees, and investment income).
6. The Cable Fund makes a fund transfer to Montgomery College and MCPS to support MCPS ITV and MC ITV.