

**North Suburban Access Corporation
2008 Budget**

12/10/2007

	2006	2007	2007	2007	2008	Percent
	Actual	Budget	Jan-Oct	Estimated	Proposed	Change
			YTD	Total	Budget	
Revenues						
Cable Company Grants	999,211	1,049,171	786,878	1,049,171	1,101,630	5.0%
Interest Income	14,694	12,000	27,757	33,308	15,000	25.0%
Tuition/Training/Misc.	8,435	9,000	4,392	5,270	7,500	-16.7%
Reimbursements	13,430	17,000	15,636	18,763	26,500	55.9%
Rental Income	8,830	6,000	7,971	9,565	6,000	0.0%
Transfer from Reserves	50,000	195,420	19,900	51,095	191,915	-1.8%
<i>Total Revenues</i>	1,094,600	1,288,591	862,534	1,167,173	1,348,545	4.7%
Expenses						
Personal Services	673,684	746,791	561,038	723,378	734,076	-1.7%
Operating Expenses	257,341	373,200	257,543	319,795	400,434	7.3%
Capital Expenses	92,204	135,000	43,953	124,000	180,000	33.3%
Contingency	0	33,600	0	0	34,035	1.3%
<i>Total Expenses</i>	1,023,229	1,288,591	862,534	1,167,173	1,348,545	4.7%
Net Revenue (less Expenses)	71,371	0	0	0	0	

Cable Company Grants -- Increases by a minimum of 5% per year.

Interest Income -- Interest on funds invested by the City of Roseville (general fund only).

Reimbursements -- This item includes reimbursements from those cities and school districts who choose to have NSAC program their channels and/or web stream their city meetings.

Rental Income -- For rental of equipment and/or facilities for outside production, including "Ramsey Talks."

Transfer from Reserves -- Includes transfers from NSAC reserves and from the Equipment Replacement Fund.

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	Actual	Budget	Jan-Oct.	Estimated	Proposed	Change
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Personal Services						
Full-Time Salaries	421,859	525,000	400,402	519,000	521,000	-0.8%
Part-Time Salaries	118,963	55,000	50,083	59,000	61,000	10.9%
Retirement	14,485	23,625	13,392	23,355	23,445	-0.8%
Health/Life Insurance	69,149	87,200	54,591	66,000	70,000	-19.7%
Unemployment	4,729	5,500	4,188	5,026	7,000	27.3%
Workers Compensation	2,290	2,500	3,179	3,197	3,500	40.0%
FICA	42,209	47,966	35,203	47,801	48,131	0.3%
Total Personal Services	673,684	746,791	561,038	723,378	734,076	-1.7%
<p>Full-Time Salaries -- 2006 and 2007 include a salary range increase of 2% for cost of living adjustment and up to 2% for merit increases.</p> <p>Part-Time Salaries -- Includes funding for freelance producers, van technicians and trainers. Total amount is offset by reimbursements from NSCC for interns (from Scholarship Grant) and, in 2007, from Falcon Heights for municipal producer's salary.</p> <p>Health/Life Insurance -- Staff pays 20% of the cost of medical insurance, in addition to co-pays for office visits and prescription drugs.</p> <p>Retirement -- Per Board policy, the Corporation contribute 4.5% to individual retirement accounts for all staff over the age of 21 years who have worked for NSAC for two years.</p>						

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			YTD	Total	Budget	
OPERATING EXPENSES						
General						
Printing	4,347	5,500	2,745	3,294	5,000	-9.1%
Publications	529	650	585	600	600	-7.7%
Memberships	8,500	9,000	8,645	9,000	9,600	6.7%
Entry Fees	950	1,600	1,365	1,365	1,500	-6.3%
Video Programming	10	250	50	100	250	0.0%
Total General	14,336	17,000	13,390	14,359	16,950	-0.3%
Supplies						
Office Supplies	14,294	12,000	8,339	10,007	12,000	0.0%
Video Supplies	13,412	15,000	16,304	19,565	17,000	13.3%
Software	16,840	17,000	14,792	17,000	40,000	135.3%
Volunteer Program	10,422	17,000	9,063	10,876	17,000	0.0%
Total Supplies	54,968	61,000	48,498	57,447	86,000	41.0%
Maintenance						
Office Equipment	12,971	20,000	9,109	14,000	14,000	-30.0%
Video Equipment	21,965	26,000	15,573	18,688	20,000	-23.1%
Van Operations	15,063	12,000	19,480	23,376	25,000	108.3%
Building & Janitorial	14,439	16,000	17,709	21,000	26,000	62.5%
Total Maintenance	64,438	74,000	61,871	77,064	85,000	14.9%
Printing -- Includes 75% of the cost of printing four to six issues of the newsletter (25% is charged to NSCC), banquet invitations and program, letterhead, and brochures.						
Publications -- Includes 1/2 cost of Pioneer Press, Lillie Suburban and Focus newspapers, Newsweek and Time magazines, and several other miscellaneous publications.						
Memberships -- Includes Channel 6 (\$5,400 for 2006) and Alliance for Community Media (\$3,000 in 2006), as well as several state associations.						
Entry Fees -- Covers entry fees for Hometown and NATOA Government Access programming awards, plus additional certificates and/or plaques.						
Video Supplies -- Includes purchase of videotapes, batteries, studio lights and props. Increase for 2007 was for miscellaneous hardware related to webstreaming and website video-on-demand.						
Software -- In 2005, we started a three-year cycle to purchase and upgrade software to ensure that we are using legal copies of all software. In 2006 and 2007, our software costs were significantly less, but will increase again in 2008.						
Office Equip. Maint. -- This account includes maintenance contracts on our servers and network software.						
Video Equip. Maint. -- We had one major repair in 2007 (damaged camera) which was, fortunately, covered by insurance.						
Van Operations -- Includes registration of and maintenance for the production trucks and the mini-van, as well as increased gas purchases. We are seeing this account increase as our fleet ages and as gas prices go						

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	2006 Actual	2007 Budget	2007 Jan-Oct YTD	2007 Estimated Total	2008 Proposed Budget	Percent Change
Travel						
Conferences	14,067	14,000	10,639	11,500	14,000	0.0%
Mileage & Meals	3,582	4,000	3,008	3,610	4,000	0.0%
Total Travel	17,649	18,000	13,647	15,110	18,000	0.0%
Tuition & Training						
	3,808	10,000	12,803	13,000	10,000	0.0%
Utilities						
	8,674	10,000	7,097	8,516	10,000	0.0%
Leases						
Rent	16,491	19,600	14,529	19,600	20,284	3.5%
Property Taxes	5,500	6,000	4,500	6,000	6,000	0.0%
Postage Machine	2,235	3,100	1,542	1,850	3,000	-3.2%
Miscellaneous		3,000	2,228	2,674	3,000	0.0%
Total Leases	24,226	31,700	22,799	30,124	32,284	1.8%
Contractual						
Audit	4,200	4,500	4,450	4,450	5,000	11.1%
Sales Tax	11,908	25,000	8,211	15,000	20,000	-20.0%
Accounting & Payroll	2,822	3,000	2,355	2,826	3,500	16.7%
Insurance	8,450	10,000	8,623	8,623	10,000	0.0%
Legal Fees	3,716	6,000	3,301	3,961	7,500	25.0%
Special Programming Grants	0	10,000	2,798	2,800	7,200	-28.0%
Internet Connection	1,828	24,000	16,508	20,000	20,000	-16.7%
Miscellaneous Consultants	20,337	30,000	7,941	12,000	30,000	0.0%
Total Contractual	53,261	112,500	54,187	69,660	103,200	-8.3%

Conference -- Includes attendance at Alliance for Community Media conference by 3-4 staff and/or board directors depending on the cost of the conferences, plus attendance at several local/regional conferences.

Tuition & Training -- Includes funding for tuition reimbursement for staff, as well as for workshops and other staff training.

Rent -- The amount for rent at the Roseville facility is specified in the lease agreement.

Misc. Leases -- Includes our music library lease, \$2,020 payable in 3 annual installments.

Special Programming Grants -- As of the end of October, we had paid almost \$2,800 in grants. The outstanding balance of \$7,200 will be carried over to 2008, although we may yet have some grant expenses in December 2007. The next round of grants will not occur until 2009.

Internet Connection -- We are splitting the \$2,000 cost of the DS3 connection between NSCC (\$500), NSAC (\$500) and our webstreaming clients (\$1,000)

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Communications						
Postage	4,421	6,000	4,488	5,386	6,000	0.0%
Telephone	13,403	15,000	10,941	13,129	15,000	0.0%
Advertising & Promotions	10,639	15,500	5,768	14,000	15,500	0.0%
Total Communications	28,463	36,500	21,197	32,515	36,500	0.0%
Recruiting	0	2,500	2,054	2,000	2,500	0.0%
Total Operating Expenses	257,341	373,200	257,543	319,795	400,434	7.3%
<p>Advertising & Promotion -- Includes print advertising, purchase of t-shirts, parade giveaways, pocket calendars and other promotional items.</p> <p>Recruiting -- Includes advertising for open positions.</p>						

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Contingency	0	33,600	0	0	34,035	1.3%
Capital Expenses						
Capital Improvements	0	0	0	0	0	
Video Equipment	68,242	110,000	41,628	109,000	155,000	40.9%
Office Furniture & Equipment	23,962	25,000	2,325	15,000	25,000	0.0%
Total Capital Expenses	92,204	135,000	43,953	124,000	180,000	33.3%
Total Expenses	1,023,229	1,288,591	862,534	1,167,173	1,348,546	4.7%
Net Revenue (less Expenses)	71,371	0	0	0	-1	
<p>Contingency -- Equals 3% of Personal Services + Operating Costs</p> <p>Capital Improvements -- Nothing is budgeted for 2007 or 2008.</p> <p>Video Equipment -- \$90,000 Router 40,000 Monitors 20,000 Single 4-channel Tightrope server 5,000 Miscellaneous The first three items are for Master Control and can be used if we decide to replace the playback system.</p> <p>Office Equipment -- We purchased a new copier in November, splitting the cost between NSCC and NSAC.</p>						