

**NORTH SUBURBAN COMMUNICATIONS COMMISSION  
2012 BUDGET**

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	2010	2011	2011	2011	2012	Percent
	ACTUAL	Budget	Jan-Oct.	Estimated	Proposed	Change
		Proposed	Y-T-D	Total	Budget	
<b>REVENUES</b>						
City Contributions	338,468	338,468	338,468	338,468	345,237	2.0%
Interest Income	33,831	7,000	513	550	1,000	-85.7%
Scholarship Grant	90,443	93,518	95,828	95,828	98,703	5.5%
Reimbursements	4,906	6,719	6,692	6,692	6,800	1.2%
Misc. Income	0	0	106	106	0	0.0%
Transfer from Reserves	0	0	0	59,227	86,068	0.0%
<i>Total Revenues</i>	467,648	445,705	441,607	500,871	537,808	20.7%
<b>EXPENSE SUMMARY</b>						
Personal Services	121,426	126,156	100,950	125,567	127,015	0.7%
Operating Expenses	196,624	283,978	259,811	341,233	396,393	39.6%
Capital Expenses	64,284	35,571	0	34,071	14,400	-59.5%
<i>Total Expenses</i>	382,334	445,705	360,761	500,871	537,808	20.7%
<b>NET REVENUE (LESS EXPENSES)</b>	85,314	0	80,846	0	0	

**City Contributions** -- Although we had been increasing the city contributions by 10% each year since 2002 in order to build the Commission's reserve funds to a healthier level, the increase in 2009 was 3% and in 2010 was 2% in recognition of current and anticipated economic challenges to the member cities. No increase was budgeted for 2011. The amount budgeted for 2012 represents a 2% increase.

**Scholarship Grant** -- This amount increases by the percentage increase in Standard Basic rate for the previous year. The actual increase in 2011 was 3.4%. The 2012 budget estimate is for 3%.

**Reimbursements** -- The funds in this account are from Ramsey County's use of the I-Net. It increases in the middle of the year by the amount of increase in the Consumer Price Index.

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	ACTUAL	Budget	Jan-Oct.	Estimated	Proposed	Change
		Proposed	Y-T-D	Total	Budget	
<b>Personal Services</b>						
Full-Time Salaries	96,332	98,000	77,630	98,000	98,000	0.0%
Part-Time Salaries	0	0	0	0	0	0.0%
Retirement	3,829	4,351	4,611	4,410	4,410	1.4%
Health/Life Insurance	12,042	14,000	11,711	14,200	15,000	7.1%
SUI (Unemployment)	1,100	1,200	469	563	1,000	-16.7%
Workers Compensation	451	500	290	290	500	0.0%
FICA	7,672	8,105	6,239	8,105	8,105	0.0%
<i>Total Personal Services</i>	121,426	126,156	100,950	125,567	127,015	0.7%

**Full-time Salaries** -- The amount budgeted for 2011 reflects a graduated salary adjustment. NSCC pays 50% of the salaries and benefits of the Executive Director, the Administrative Assistant and the Technical Services Senior Project Manager. In 2012, salaries for these staff are frozen at 2011 levels.

**Retirement** -- 4.5% of eligible Full-time and Part-time salaries.

**Health/Life Insurance** -- Employees pay approximately 20% of the premiums for health, dental and life insurance, plus co-pays.

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<b>Operating Expenses</b>						
<b>General</b>						
Printing	889	2,000	942	1,000	1,200	-40.0%
Publications	188	250	409	450	500	100.0%
Memberships	3,816	6,000	5,340	6,000	6,880	14.7%
<i>Total General</i>	4,893	8,250	6,691	7,450	8,580	4.0%
<b>Supplies</b>						
Office Supplies	1,401	1,600	1,207	1,500	2,000	25.0%
I-Net Supplies	0	500	0	500	4,500	800.0%
Software Supplies	222	1,000	47	350	1,000	0.0%
Volunteer Supplies	901	1,500	682	818	1,200	-20.0%
<i>Total Supplies</i>	2,524	4,600	1,936	3,168	8,700	89.1%
<b>Maintenance</b>						
Office Equipment	812	1,000	648	750	1,000	0.0%
Building/Janitorial	10,961	15,000	13,498	16,198	17,000	13.3%
Network Equipment	1,422	2,000	0	1,500	2,000	0.0%
<i>Total Maintenance</i>	13,195	18,000	14,146	16,948	18,000	0.0%
<b>Travel</b>						
Conferences	10,775	8,000	11,771	11,771	10,000	25.0%
Mileage & Meetings	2,446	2,600	2,155	2,586	2,600	0.0%
<i>Total Travel</i>	13,221	10,600	13,926	14,357	12,600	18.9%
Tuition & Training	888	750	-390	350	750	0.0%
Utilities	6,000	6,000	6,447	7,736	8,500	41.7%

**Printing** -- Primarily covers cost (1/4) of monthly newsletter, plus letterhead, etc.

**Publications** -- Includes several trade publications and 1/2 cost of *Pioneer Press*, community newspapers, and weekly newsmagazines.

**Memberships** -- National Association of Telecommunications Officers and Administrators (NATOA), MN Association of Community Telecommunications Administrators (MACTA), New Brighton/Mounds View Rotary Club, and state purchasing group (1/2).

**Office Supplies, Building/Janitorial and Utilities** -- 20% allocation. In 2012, includes the purchase of chairs and equipment for conference room.)

**Software Supplies** -- For I-Net monitoring software and office software upgrades.

**Volunteer Supplies** -- Primarily refreshments for monthly meetings and meals for dinner meetings.

**Network Equipment Maintenance** -- This includes V-Brick and I-Net switch repair and maintenance.

**Conferences** -- Covers the cost of sending staff and Commissioners to the NATOA and MACTA conferences.

**Mileage** -- 50% car allowance for the Executive Director and 50% mileage reimbursement for the Administrative Assistant and Technical Services Senior Project Manager.

**Tuition & Training** -- Includes tuition reimbursement for staff plus some miscellaneous workshops.



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Capital Expenses						
Capital Improvements	0	22,571	0	22,571	1,400	-93.8%
Office Furniture & Equipment	1,989	3,000	0	3,000	3,000	0.0%
I-Net Equipment	62,295	10,000	0	8,500	10,000	0.0%
<b>Total Capital Expenses</b>	<b>64,284</b>	<b>35,571</b>	<b>0</b>	<b>34,071</b>	<b>14,400</b>	<b>-59.5%</b>
<b>TOTAL EXPENSES</b>	<b>382,334</b>	<b>445,705</b>	<b>360,761</b>	<b>500,871</b>	<b>537,808</b>	<b>20.7%</b>
<b>NET REVENUE (LESS EXPENSES)</b>	<b>85,314</b>	<b>0</b>	<b>80,846</b>	<b>0</b>	<b>0</b>	
<p><b>Capital Improvements</b> -- For NSCC share (20%) of tenant improvements on new building. In 2012, we will add interior directional and room signage and a handicapped door opener on interior main entrance.</p> <p><b>Office Furniture &amp; Equipment</b> -- For office equipment and furniture.</p> <p><b>I-Net Equipment</b> -- Replacement network switch and optics.</p>						