

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

RESOLUTION NO. 02-088

Approval of the Mt. Hood Cable Regulatory Commission Budget for Fiscal Year 2002-2003

The Multnomah County Board of Commissioners Finds:

- a. The Mt. Hood Cable Regulatory Commission (MHCRC) was formed by Multnomah County and the cities of Fairview, Gresham, Portland, Troutdale and Wood Village (Cities) to advocate for and protect the public interest in the regulation and development of cable communication systems.
- b. The MHCRC has approved a budget for fiscal year 2002-2003 and forwarded this budget to Multnomah County and the Cities for approval.

The Multnomah County Board of Commissioners Resolves:

1. The Mt. Hood Cable Regulatory Commission budget for fiscal year 2002-2003 is approved.

ADOPTED this 13th day of June 2002.

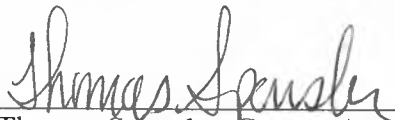


BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

Diane M. Linn, Chair

REVIEWED:

THOMAS SPONSLER, COUNTY ATTORNEY
FOR MULTNOMAH COUNTY, OREGON

By 
Thomas Sponsler, County Attorney

MT. HOOD CABLE REGULATORY COMMISSION

Representing:

City of Portland
City of Fairview

City of Gresham
City of Wood Village

City of Troutdale
Multnomah County

PROPOSED BUDGET
FISCAL YEAR 2002-03

JANUARY 2002

Commission Chair: Sue Dicile

Bureau Director: David C. Olson

Commission Members

Alan Alexander III
Robert Kreinberg
Stan Saunders
Royal Harshman
Norman Thomas
Rich Goheen
Dennis Quail

**MT. HOOD CABLE REGULATORY COMMISSION
FY 20001-02 PROPOSED BUDGET**

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MT. HOOD CABLE REGULATORY COMMISSION

OVERVIEW

The Mt. Hood Cable Regulatory Commission (MHCRC or Commission) was formed by Multnomah County and the cities of Fairview, Gresham, Portland, Troutdale and Wood Village for the purposes of:

- **Advocating for and protecting the public interest in the regulation and development of cable communications systems;**
- **Monitoring and helping resolve cable subscribers' concerns; and,**
- **Facilitating the planning and implementation of community uses of cable communication technologies that make use of the public right of way.**

Each of the Commission member Jurisdictions appoints citizen representatives to the Commission. Over the past year, these citizen appointees have committed hundreds of volunteer hours to fulfill the Commission's mission and to serve the Jurisdictions. They attended approximately 11 Commission meetings and numerous committee meetings, kept abreast of issues of concern to their Jurisdictions, presented information at city council and county commission meetings, and served as liaisons to Portland Cable Access (PCA) and Multnomah Community Television (MCTV).

The Commission contracts for staff through a services agreement with the City of Portland. The Commission funds an equivalent of 3.4 full-time staff positions, plus related materials and services, overhead and capital. Each of the member Jurisdictions provides a portion of their franchise fees from cable services providers to annually fund the operational expenses of the Commission.

ACCOMPLISHMENTS DURING FY 2001-2002

Transfer of AT&T Broadband to AT&T Comcast Corporation

On May 20, 2002 the Commission unanimously approved a recommendation to its member jurisdictions to consent to recommend approval of the proposed change in control of the cable franchises from AT&T Corp. to AT&T Comcast Corporation.

Guided Development of the Community Institutional Network.

Over the past four years, the MHCRC has guided the deployment of nearly \$1 billion in key franchise resources (retained in a fund held by AT&T) to design and construct the Community Institutional Network (I-Net). In 2001, the Commission oversaw activation of Phase One of the I-Net, including network construction and installation of over 200 sites. In addition, the Commission conducted demonstrations of data, IP telephone and video applications on the network. Substantial progress was also made in Phase Two planning of the I-Net. Phase Two includes the interconnection of the I-Net to the City of Portland's Integrated Regional Network Enterprise (IRNE) communications system. The interconnect of the I-Net to the IRNE will allow IRNE to provide high-speed data and voice connectivity to public facilities throughout Multnomah County at low cost (including local governments, libraries, K-12 schools, community colleges, universities, public access providers, courts, Tri-Met, Metro and other community organizations). Public facilities will

MISSION STATEMENT

The Mt. Hood Cable Regulatory Commission advocates for and protects the public interest in the regulation and development of cable communications systems in Multnomah County and the Cities of Fairview, Gresham, Portland, Troutdale and Wood Village; monitors and helps resolve cable subscribers' concerns in these jurisdictions; and participates in the planning and implementation of community use of communications technologies which make use of the public right of way.

GOALS AND OBJECTIVES

Adopted: January 28, 2002

Effective: July 1, 2002 – June 30, 2003

The Commission acknowledges that the policy and regulatory work of the Commission is undertaken in a very dynamic communications technology environment. Consequently, the Commission retains flexibility to modify or revise these Goals and Objectives as may be required from time to time.

Goal I: *Effectively administer cable television franchise agreements to serve our member jurisdictions.*

Objectives:

1. Identify and address franchise compliance issues in response to and, when possible, prior to cable company actions.
2. Provide consumer protection for citizens and subscribers in cable television matters by helping to resolve complaints, enforcing customer service standards and addressing other consumer-related franchise compliance issues.
3. Analyze changes in technology and the mergers of telecommunications and cable companies in order to inform the jurisdictions and other stakeholders about how those changes may affect consumers and the local public benefits of the franchise agreements.
4. Work with potential over-builders toward the goal of a successful build-out and startup of one or more competitive residential cable/telecommunications provider(s).

Goal II: *Ensure access to and use of current and new services available through the cable system technology by citizens, local governments and community institutions.*

Goal IV: *Advocate for continued local authority regarding cable franchises and use of the public rights of way by communication providers.*

Objectives

1. Continue cross-jurisdictional collaborations for information-sharing and coordinated strategies on issues of common concern.
2. Participate in and encourage advocacy efforts for federal legislative and agency proceedings on behalf of our jurisdictions' and citizens' interests.
3. Participate in statewide committees or groups that address local government authority, management and control of public rights of way.
4. Advocate for open, nondiscriminatory access to cable system broadband technology.
5. Prepare for and participate in the 2003 State legislative process.

Goal V: *Operate the Cable Regulatory Office and the Commission efficiently and effectively.*

Objectives

1. Fulfill Intergovernmental Agreement and Rules of Procedure administrative responsibilities.
2. Plan and conduct Commission meetings in a way that respects the volunteer nature of Commission positions and keeps Commissioners informed about telecommunications issues.
3. Continue annual strategic planning and evaluation.

BUDGET OVERVIEW

According to the Intergovernmental Agreement among the member Jurisdictions which created the MHCRC, the Commission must gain approval of its annual budget by every member Jurisdiction. The MHCRC's Finance Committee, comprised of three Commissioners and the Chair, developed a detailed FY2002-03 budget in consultation with its staff. On January 28, 2002, the Commission adopted the proposed budget to forward to the Jurisdictions for consideration. The MHCRC provides the proposed budget to the Cities' and County's staff in advance of the City Councils' and County Commission's consideration of the budget.

The Commission's Budget contains two budget documents: a Financial Summary and the Line Item Budget. The Budget also provides several appendixes that include more detailed information.

FINANCIAL SUMMARY

The Commission's FY 2002-03 Financial Summary is presented on page 8. A large portion of the Commission's overall resources are funds collected from the cable company and the expenditures are the disbursement of those funds to the member Jurisdictions, the Community Access Providers (Portland Cable Access (PCA) and Multnomah Community Television (MCTV)) and Community Access Capital Grant recipients. These disbursements are governed by the Intergovernmental Agreement (IGA) among the member Jurisdictions which created the Commission and by the cable services franchises.

The amount of the Commission's resources from year to year are dependent on the gross revenues of the cable company since franchise fees, the Community Access Capital Grant fund revenues and the Access Corporation Capital fund revenues are based on a percentage of the company's gross revenues. In the upcoming fiscal year, the company's gross revenues in the East County jurisdictions are projected to increase 1.5 percent.

The Commission's Revenue Resources include:

First, the Commission collects all cable services franchise fee revenue for Gresham, Troutdale, Fairview, Wood Village and Multnomah County. The total projected revenues are \$791,165 in FY 2002-03 or a 1.5% increase over the current year forecast;

Second, the MHCRC collects funds from the City of Portland for its share of the Commission's operating budget;

Third, the Commission administers two programs funded by a percentage of AT&T's gross revenues totaling over \$1.6 million: Access Corporation Capital Fund and the Community Access Capital Grant Fund; and

Fourth, the beginning fund balance and the interest on Commission funds.

FINANCIAL SUMMARY
FY 2002-03

RESOURCES	1999-00 Actual	2000-01 Actual	2001-02 Revised Budget	2001-02 Year End Proj.	2002-03 Proposed Budg.
Beginning Balance	1,475,798	2,273,713	2,374,908	2,384,685	3,002,939
E. County Cable Franch. Fees	738,801	728,094	728,024	804,335	761,165
Multnomah West Franch. Fees	29,339	34,057	23,041	30,000	30,450
Access Revenue-Annexed PDX	193,547	43,391	0	0	0
Portland Share of Operataing Bud.	215,743	198,854	250,023	250,023	250,995
Franchising Deposit	105,000	32,113	50,000	50,000	0
AT&T Compliance Revenue	0	25,000	180,000	300,000	0
Interest	106,519	154,769	72,000	91,000	54,000
Community Access Grant Capital Revenue	738,036	778,641	710,271	885,231	810,495
Access Corporation Capital Revenue	723,512	764,450	710,271	870,339	810,495
Gain/Loss Adj. On Principal of Investment	4,065	0	0	0	0
Miscellaneous	148	861	0	0	
Total Resources	\$4,330,508	\$5,033,943	\$5,098,538	\$5,665,613	\$5,720,539
REQUIREMENTS	1999-00 Actual	2000-01 Actual	2001-02 Revised Budget	2001-02 Revised Budget	2002-03 Proposed Budg.
EXPENDITURES					
Franchise Fee Balance to Jurisdictions	193,415	225,214	181,328	203,632	195,403
Compliance Revenues to Jurisdiction	0	0	40,000	40,000	90,000
Community Access Pmts, E. County(MCTV)	450,644	436,857	436,814	482,601	456,699
Community Access Pmts, Mult. West (PCA)	18,962	20,451	13,825	13,825	18,270
Community Access Pmts, Annexed Portland	193,547	W/ PCA	W/PCA	W/PCA	W/PCA
MHCRC Operating Budget	327,539	361,620	377,108	377,108	378,773
Community Access Capital Grants, Personnel	47,329	55,405	60,869	60,869	57,758
Community Access Capital Grants/I-Net M&S	123,102	116,750	80,321	80,321	90,107
Franchising: Renewal & Overbuilds	42,249	78,798	100,000	28,971	0
Community Access Capital Grants	3,307	607,335	700,000	603,875	720,470
Community Access Capital Grants-Prior Years					1,173,410
Access Corporation Capital payments	656,700	746,828	771,472	771,472	994,495
Total Expenditures	\$2,056,794	\$2,649,258	\$2,761,737	\$2,662,674	\$4,175,385
Ending Balance	2,273,714	2,384,685	2,336,801	3,002,939	1,545,154
Total Requirements	\$4,330,508	\$5,033,943	\$5,098,538	\$5,665,613	\$5,720,539

LINE ITEM BUDGET -SUMMARY

FISCAL YEAR 2002-03

Expenditure Classification	Actual FY 99-00	Actual FY 00-01	Adopted FY 2001-02	Proposed FY 2002-03
511000 Full-Time Employees	193,420	206,404	218,944	221,151
521000 Part-Time Employees	3,451	388	0	0
514000 Overtime	1,519	1,223	1,500	0
517000 Benefits	79,356	74,224	80,427	84,674
Total Personal Services	\$277,746	\$282,239	\$300,871	\$305,826
521000 Professional Services *	832,340	1,545,903	1,665,272	13,700
Access and Capital Grants	In Prof. Svcs.	In Prof. Svcs.	In Prof. Svcs.	1,794,265
524000 Repair & Maintenance	103	205	1,500	2,000
529000 Miscellaneous Services **	859,055	694,928	635,467	3,500
Pass Through Payments	In Misc. Svcs.	In Misc. Svcs.	In Misc. Svcs.	760,372
531000 Office Supplies	523	555	2,000	2,000
532000 Operating Supplies	3,932	1,770	2,500	6,000
541000 Education	2,320	1,749	2,400	2,400
542000 Local Travel	81	0	600	1,080
543000 Out-of-Town Travel	6,076	5,442	4,000	4,000
549000 Miscellaneous	4,951	11,485	4,915	5,216
Total External Materials & Svcs	\$1,709,381	\$2,262,036	\$2,318,654	\$2,594,533
551000 Fleet Services	27	0	309	309
552000 Printing/Distribution	9,675	8,629	13,818	11,668
553000 Facilities Services	20,218	17,901	18,278	23,683
554000 Communications	6,146	10,200	5,380	5,743
555000 Data Processing	5,254	22,694	13,522	13,676
556000 Insurance	5,026	10,924	10,906	14,322
558000 Treasury Services	828	768	0	In GF Overhead
558312 Legal Advice	1,450	18,890	1,950	2,009
Total Internal Materials & Svcs	\$48,624	\$90,006	\$64,163	\$71,410
Total Materials & Services	\$1,758,004	\$2,352,042	\$2,382,817	\$2,665,943
556000 Capital Replacement Fund	\$ -	\$ -	\$ 3,000	\$ -
572101 General Fund Transfer	21,044	14,974	14,122	10,093
572101 Contingency-Comm. Accs Cap. Grants				1,173,410
571100 Contingency - Operating Budget	0	0	20,926	20,113
Total	\$2,056,794	\$2,649,255	\$2,721,736	\$4,175,385
<u>Less Access, Grants and Pass Through</u>	<u>1,729,255</u>	<u>2,287,635</u>	<u>2,344,629</u>	<u>\$3,796,612</u>
<u>Operating Budget</u>	<u>327,539</u>	<u>361,620</u>	<u>\$377,107</u>	<u>\$378,773</u>

Professional Services *		Miscellaneous Services **	
<u>Administration</u>	<u>FY 2002-03</u>	<u>Operating Budget</u>	<u>FY 2002-03</u>
Operating Budget	13,700	Operating Budget	3,500
<u>Access and Capital Grants</u>		<u>Pass Through Payments</u>	
Community Access Capital Grants-prior years	1,173,410	Compliance Revenue to Jurisd.	90,000
Community Access Capital Grants-current year	720,470	Comm. Access , E.C.(MCTV)	456,699
Comm. Access Capital Grants & I-Net Prof.Svcs.	79,300	Franchise Fee Balance to Jurisd.	195,403
Community Access Capital Grants	994,495	Comm. Access, Mult. W (PCA)	18,270
Total Professional Services	\$2,981,375	Total Miscellaneous	\$763,872
Total Access Capital, Grants, PEG and Pass Through (Excluding - MHCRC Operating Budget)		\$3,796,612	

APPENDIX ONE

FY 2002-03 BUDGET DETAIL

The Budget Detail includes three documents: the MHCRC Expenditure Line Items Less Dedicated Fund Resources; the Operating Budget; and a line item detail for proposed expenditures.

Expenditures

This document presents the MHCRC Line Item Expenditures for administering its programs. It does not include those expenditures funded by revenue resources that are dedicated, either in the IGA or the franchise agreements, to a particular use (pass through payments, community access corporation capital, and grants).

Operating Budget

This document presents the MHCRC's "Operating Budget" funded by contributions of the member Jurisdictions. The Commission's budget proposal includes a 0.4% increase in the net contribution from the member Jurisdictions for the Commission's operating budget.

A detail of each Jurisdiction's contribution is included in Appendix Two.

MHCRC OPERATING BUDGET- COMMISSION
Funded by Jurisdictions
FY 2002-03

Acct.	Title	FY 2001-02 Revised	FY 2002-03 Proposed
5110	Full-Time Employees	176,138	179,765
5170	Benefits	63,865	68,302
Personnel Services		\$240,003	\$248,068
5210	Professional Services	25,800	13,700
5240	Repair & Maintenance	1,500	2,000
5290	Miscellaneous Services	3,500	3,500
5310	Office Supplies	2,000	2,000
5320	Operating Supplies	2,500	6,000
5410	Education	2,400	2,400
5420	Local Travel	600	1,080
5430	Out-of-Town Travel	4,000	4,000
5490	Miscellaneous	4,615	4,616
External Materials and Services		\$46,915	\$39,296
5510	Fleet Services	309	309
5520	Print/Distribution	9,818	9,668
5530	Facilities Services	16,096	20,861
5540	Communications Services	5,046	5,397
5550	Data Processing Services	11,005	11,546
5560	Insurance	9,601	12,616
558312	Legal Advice	1,950	2,009
Internal Services		\$53,825	\$62,406
5640	Capital Outlay	3,000	In Operating Suppl. Account 5350
T O T A L		\$343,743	\$349,770
Overhead		12,439	8,890
Contingency		20,926	20,113
Tot. Budget Plus OH & Conting.		\$377,108	\$378,773
		Increase	0.4%

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OPERATING BUDGET LINE ITEM DETAIL

	 FY 2002- 03 FY 2001-02		
Line Item No.	Description	Operating	Grant / I-Net	Proposed W/ Grant	Revised Operating	Grants / I-Net	Revised with Grant
5110	<i>Full-Time Employees :</i>						
	Director 0.50	44,059	1,363	45,421	42,943	1,328	44,271
	Dep. Director 0.45	33,660	1,403	35,063	32,976	1,736	34,712
	Financial Analyst 0.50	25,369	6,342	31,711	25,625	6,406	32,031
	Program Specialist 1.00	37,575	11,224	48,798	20,296	2,255	22,551
	Program Manager 0.90	39,102	21,055	60,158	22,473	22,473	44,946
	Program Coordinator 0.00	0	0	0	30,323	10,108	40,431
	Total 3.35	\$179,765	\$41,386	\$221,151	\$174,636	\$44,306	\$218,942
					1,503		1,503
5170	<i>Benefits:</i>						
	Director	14,611	452	15,062	14,070	435	14,505
	Dep. Director	13,024	543	13,567	11,439	602	12,041
	Financial Analyst	9,546	2,387	11,933	9,574	2,394	11,968
	Program Specialist	15,711	4,693	20,404	8,658	962	9,620
	Program Manager-MHCRC	15,410	8,298	23,708	8,192	8,192	16,384
	Program Manager -Franch. Mgmt.	0	0	0	0	0	0
	Program Coordinator	0	0	0	11,931	3,977	15,908
	Total	\$68,302	\$16,372	\$84,674	\$63,864	\$16,562	\$80,426
	Personnel Services, Total	\$248,068	\$57,758	\$305,826	\$240,003	\$60,868	\$300,871
5210	<i>Professional Services:</i>						
	Grant/I-Net Tech. Assistance	0	52,000	52,000	0	54,000	54,000
	I-Net Marketing	0	5,000	5,000	0	10,000	10,000
	Grant Evaluation	0	20,000	20,000	0	0	0
	Financial Service - MHCRC	10,500	2,000	12,500	5,000	4,000	9,000
	Financial Review - AT & T	0	0	0	18,000		18,000
	Overbuilder Franchises	0	0	0		100,000	100,000
	Annual Planning Retreat	3,200	300	3,500	2,800	0	2,800
	Total	\$13,700	\$79,300	\$93,000	\$25,800	\$168,000	\$193,800
5240	<i>Repair & Maintenance:</i>						
	Data Processing Equipments	2,000	0	2,000	1,500	0	1,500
	Total	\$2,000	0	\$2,000	\$1,500	0	\$1,500
5290	<i>Miscellaneous Services :</i>						
	Temp. Clerical Suppt	2,000	0	2,000	2,000	0	2,000
	Mail Delivery Service	1,500	0	1,500	1,500	0	1,500
	Total	\$3,500	0	\$3,500	\$3,500	0	\$3,500
5310	Office Supplies	\$ 2,000	\$ -	\$2,000	\$ 2,000	0	\$2,000
5320	<i>Operating Supplies:</i>						
	Printer, Fax, & other supplies	2,000	0	2,000	2,000	0	2,000
	Software Upgrade	1,000	0	1,000	500	0	500
5350	Data Processing Equip.(Computers)	3,000					
	Total	\$6,000	\$0	\$6,000	\$2,500	0	\$2,500

APPENDIX TWO

COST ALLOCATION BY JURISDICTION

All member Jurisdictions contribute to the operation of the MHCRC. For FY02-03, the Commission used the funding methodology adopted by the Jurisdictions for the current year budget. The methodology is based on an agreed upon shared percentage of the Commission's operating costs between Portland and the East County Jurisdictions. The East County share is then allocated among Fairview, Gresham, Troutdale, Wood Village and Multnomah County based on the number of cable subscribers in each jurisdiction.

**COST ALLOCATION BY JURISDICTION
FOR OPERATING BUDGET
FY 2002 - 03**

JURISDICTION			FY 2001-02 Adopted	FY 01-02 %%	FY 2002-03 Proposed	FY 2002-03 %%	CREDIT BAL FY 00-01	NET 2002-03 JURIS. APPR.
Portland			\$250,023	66.3%	\$251,126	66.3%	0	\$ 251,126
<u>E. County</u>	No. Of Subs	Perc. Distr.						
Gresham	21,856	68.8%	\$87,828	23.3%	\$87,825	23.2%	\$4,022	\$83,803
Multnomah Co.	4,244	13.4%	\$16,806	4.5%	\$17,054	4.5%	\$782	\$16,272
Troutdale	3,382	10.6%	\$14,132	3.7%	\$13,590	3.6%	\$660	\$12,930
Fairview	1,647	5.2%	\$5,717	1.5%	\$6,618	1.7%	\$239	\$6,379
Wood Village	637	2.0%	\$2,602	0.7%	\$2,560	0.7%	\$134	\$2,426
E. County Total	31,766	100.0%	\$127,085	33.7%	\$ 127,646	33.7%	\$ 5,837	\$ 121,809
TOTAL			\$377,108	100.0%	\$378,773	100.0%	\$ 5,837	\$ 372,936

CABLE SUBSCRIBERSHIP

FY 2002-03 *

	FY 2001-02	FY 2002-03	Percentage Increase	FY 2002-03 Distribution
<u>E. County</u>				
Gresham	21,938	21,856	-0.4%	68.8%
Multnomah Co. + W. Mu	4,198	4,244	1.1%	13.4%
Troutdale	3,530	3,382	-4.2%	10.6%
Fairview	1,428	1,647	15.3%	5.2%
Wood Village	650	637	-2.0%	2.0%
E. County Total	31,744	31,766	0.1%	100.0%
Portland	118,961	117,828	-1.0%	
Total MHCRC Subscribe	150,705	149,594	-0.7%	
<p style="text-align: center;">* Subscriber Counts as of October 22, 2001 Source: Jeanne Benecke, AT & T</p>				

APPENDIX THREE

FRANCHISE FEE REVENUE AND DISBURSEMENT DETAIL

Detail of franchise fee revenues and disbursements is attached.

**MT. HOOD CABLE REGULATORY COMMISSION
FRANCHISE FEE REVENUE DISBURSEMENTS DETAIL**

FY 2002-03

Jurisdictions	Franchise Fees	Net Contrib. To MHCRC Op. Bud.	MCTV Payments	PCA Payments	Payments to Jurisdictions
PORTLAND		251,126	N/A	N/A	N/A
GRESHAM	535,205	83,803	321,123	18,270	130,279
MULTNOMAH CO., EAST	80,103	16,272	48,062		15,769
MULTNOMAH CO., WEST	30,450	0			12,180
TROUTDALE	88,353	12,930	53,012		22,411
FAIRVIEW	36,778	6,379	22,067		8,332
WOOD VILLAGE	20,726	2,426	12,436		5,864
Sub Total, East County		\$121,810			
Total	\$791,615	\$372,936	\$456,699	\$18,270	\$194,836

FY 2002-03 Budget less FY 2000-2001 Budget Balance

Jurisdictions	FY 2002-03 Budget	Credit Balance FY 00-01 Budg.	Net Contrib. to MHCRC Op. Budg.
PORTLAND	251,126	0	251,126
GRESHAM	87,825	4,022	83,803
MULTNOMAH CO., EAST	17,054	782	16,272
MULTNOMAH CO., WEST	0	0	0
TROUTDALE	13,590	660	12,930
FAIRVIEW	6,618	239	6,379
WOOD VILLAGE	2,560	134	2,426
Sub Total, East County	\$127,646	\$5,837	\$121,810
Total	\$378,773	\$5,837	\$372,936

FRANCHISE FEE BALANCE TO JURISDICTIONS: FY 1999-00 through 2002-03

Jurisdictions	FY 99-00 Actual	FY 00-01 Actual	FY 01-02 Revised Projection	FY 02-03 Projection	Increase/ - decr. FY01-02 vs 02-03
GRESHAM	\$131,618	\$126,985	124,441	130,279	\$5,838
MULTNOMAH CO., EAST	\$15,258	\$15,136	15,213	15,769	\$556
MULTNOMAH CO., WEST	\$11,366	\$13,623	9,216	12,180	\$2,964
TROUTDALE	\$22,086	\$21,181	20,915	22,411	\$1,496
FAIRVIEW	\$8,437	\$9,112	5,953	8,332	\$2,379
WOOD VILLAGE	\$5,133	\$4,507	5,590	5,864	\$274
	\$193,898	\$190,543	\$181,328	\$194,836	\$13,508

APPENDIX FOUR

ACCESS DISBURSEMENT DETAIL (MCTV AND PCA)

The Commission administers two contracts with the community access providers that serve the Jurisdictions. Attachment one presents the FY02-03 budget for Multnomah Community Television (MCTV). MCTV serves the East Multnomah County area. Attachment two presents the FY02-03 budget for Portland Cable Access (PCA). PCA serves the City of Portland area.

The access providers receive funding for both operations and capital expenditures. The majority of PCA's operational resources is based on a contract between PCA and the City of Portland and is not included in the MHCRC's budget. MCTV receives operational resources, in accordance with the IGA that created the Commission, based on 60 percent of the franchise fees for the East County area. Both organizations receive access corporation capital funding from franchise resources dedicated for this use.

The FY 2002-03 budget includes an additional \$184,000 in Access Corporation Capital funding to PCA and MCTV. This is a one-time funding from the Access Corporation Capital fund balance.

A summary chart of Access Resources is included below.

MCTV:	Community Access Payment:	
	60 % of East County Cable Franchise Fees	\$ 456,699
	Access Corporation Capital	\$ 357,367
	<u>Access Corporation Capital (one-time)</u>	<u>\$ 81,130</u>
	Total	\$895,196

PCA:	Community Access Payment:	
	City of Portland General Fund	\$ 767,492
	60% of West Multnomah County	\$ 18,270
	Access Corporation Capital	\$ 453,128
	<u>Access Corporation Capital (one-time)</u>	<u>\$ 102,870</u>
	Total	\$1,341,760

ATTACHMENT 1.

MULTNOMAH COMMUNITY TELEVISION BUDGET



**Multnomah
Community
Television**

*Serving East
Multnomah County*

*Located at Mt. Hood
Community College*

26000 S.E. Stark St.
Gresham, OR 97030
503/481-7636
FAX 503/491-7417
www.mctv.org

**Programming
Services:**

Public Access •
Educational •
Government •
Community •

MCTV Channels

Seen on AT&T Cable:

11

CAN

Community Access
Network

21

MCTV

Multnomah Community
Television

22

Community Bulletin Board
Live NASA Missions

23

Portland Cable Access

27

Educational Access
MHCC Telecourses
(East County Only)

28

Educational Access

29

MCTV Program Guide
Video Newsletter
(East County Only)

30

MPAC

Multnomah Public
Affairs

MULTNOMAH COMMUNITY TELEVISION FY 2002-03 BUDGET NARRATIVE

Multnomah Community Television pursues its mission of building community through media by promoting broad participation in civic and cultural life through the effective use and understanding of community media. A non-profit organization, MCTV provides East Metro residents, community organizations, local governments, and schools free and low cost access to the medium of television, media literacy training and video production. MCTV and citizen-produced programming is distributed to over 65% of East Metro households and over 400,000 households in the region. MCTV produces city council meetings and work sessions and other government and community meetings as well as programming used as educational and informational tools at meetings, community forums and classroom settings.

WHAT WE DO

MCTV produces and facilitates programming with many diverse partners and on wide-ranging topics. MCTV partnered with over 200 community organizations and will facilitate over 3100 hours of programming in FY 2001-02, including:

- Live and taped coverage of East Metro local governments, including planning commission meetings and budget and special hearings as well as the Rockwood Water PUD, and Metro.
- Programs focussing on public safety issues such as *Neighborhood Street Beat*, produced in cooperation with the Gresham Police Department.
- Working with educational partners in East Multnomah County to produce programs on academic and extracurricular activities in local schools, coverage of school board meetings and programs on school safety.
- Increasing citizen involvement through programs such as *Speak Out*, a live call-in for individuals to share information and raise issues of concern, and *Community Hotline*, a live call-in program where community organizations provide information and answer questions about their services.
- Facilitating and provide staff assistance to the volunteer-staffed *East Metro Community News*, the area's only electronic news program focussing on the East Metro issues and concerns.
- Coverage of local community events such as the *Celebration of Cultures*, the Sno-Cap benefit breakfast, Gresham's *Teddy Bear Parade*, *Senior Showcase*, and *Rose City News*.





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**Programming
Services:**

- Public Access •
- Educational •
- Government •
- Community •

MCTV Channels

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11

CAN

Community Access
Network

21

MCTV

Multnomah Community
Television

22

Community Bulletin Board
Live NASA Missions

23

Portland Cable Access

27

Educational Access
MHCC Telecourses
(East County Only)

28

Educational Access

29

MCTV Program Guide
Video Newsletter
(East County Only)

30

MPAC

Multnomah Public
Affairs

17 January 2002

To: MHCRC Finance Committee
From: Rob Brading
Re: Proposed MCTV FY 2002-03 Budget

MCTV's proposed FY 2002-03 budget is attached. The MCTV Finance Committee recommended this budget to the MCTV Board which approved it at their January 16, 2002 meeting.

REVENUES

Franchise fee (4130) projections have risen. Based on this year's revenues, projections for FY 02-03 may be low. PCA support for education services (4140) will decrease in proportion to PCA's revenues. The Investment Fund Withdrawal (4162) leaves adequate resources for similar payments, adjusted for inflation, through the life of the franchise. Current plans allow for the Investment Fund to be spent to zero at the end of the current franchise in 2010. As of January 8, the Investment Fund stood at slightly over \$2,200,000.

Funds from LO (4182) is the residue from the LO contract that the MHCRC transferred to MCTV for LO projects. The total transferred was \$32,129. In FY 98-00 those funds have been used to cover local events that MCTV would not otherwise have been able to videotape and help a local news east metro program. MCTV has made a commitment that these funds will last at least five years.

EXPENSES

Operating expenditures for FY 2001-02 are projected to be similar to FYs 1999-00 and 2000-01. Salaries are projected to decrease in FY 2002-03 because additional salaries will be capitalized due to the construction of MCTV's new facility.

The major change in expenditures comes in the Capital Budget where over two-thirds of capital revenue will be spent on MCTV's new facility. Expenditures for the building will radically decrease spending on Production and Maintenance Equipment (8060) while office furnishing costs will increase.

Rent, Utilities and Maintenance (6200) has increased significantly from FY 1998-99 and FY 1999-2000 budgeted amount due to a new lease with Mt. Hood Community College.



MCTV BUDGETS, 1997-2001

		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	PROPOSED
		1998-99	1999-00	2000-01	2001-02	1/7/02	BUDGET
							2002-03
	INCOME:						
4130	Franchise Fees, Multnomah	\$ 433,237	\$ 450,644	\$ 436,857	\$ 421,752	\$ 230,603	\$ 452,234
4140	PCA Educational Services Support	221,364	193,548	37,846	45,674	24,034	40,193
4090	Interest	15,580	17,299	12,758	12,000	1,470	4,000
4270	Activity Fees/Fees for Service	5,711	11,902	16,576	40,000	17,126	35,000
4200	Other	43,439	41,103	21,668	10,000	9,040	15,000
4172	Capital Funds	377,628	323,616	389,698	343,388	171,694	438,497
4800	Equipment Loan	247,988	0	0		0	
4162	Investment Fund Withdrawal	0	0	0	307,798	50,000	285,833
4182	Funds from LO	230	0	0	6,000	0	6,000
	TOTAL OPERATING INCOME	\$ 1,345,177	\$ 1,038,112	\$ 915,403	\$ 1,186,612	\$ 503,968	\$ 1,276,757
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	PROPOSED
		1998-99	1999-00	2000-01	2001-02	1/7/02	BUDGET
	EXPENSES:						
	Personnel						
7020	Full-Time Salaries	\$ 390,468	\$401,906	\$ 408,747	\$ 451,440	\$ 232,435	\$ 453,542
7030	Part-Time Salaries	37,529	51,791	47,823	64,491	24,219	56,063
7050	Taxes & Fringe Benefits	106,290	109,596	131,215	128,983	70,778	127,409
	Total Personal Services	\$ 534,287	\$563,293	\$ 587,785	\$ 644,914	\$ 327,432	\$ 637,014
	Operations						
6020	Accounting	\$ 15,727	\$17,650	\$ 15,559	\$ 14,000	\$ 11,906	\$ 14,250
6041	Consulting	5,423	9,489	4,265	12,000	1,675	10,000
6051	Dues & Subscriptions	10,643	12,854	9,588	10,500	2,704	10,500
6060	Educational Program Acquisition	240	0	160	500	0	
6061	Education & Training	9,166	15,176	9,217	9,500	5,598	9,500
6062	Business Meals/Related	2,254	2,700	2,155	2,250	1,175	2,350
6063	Ed. Tuition Reimbursement	0	0	0	400	0	400
6064	Events	0	0	0	0	0	0
6070	Food	5,471	5,266	5,749	5,500	2,267	6,000
6080	Graphics	0	462	74	0	0	0
6100	Insurance	28,777	25,670	27,655	27,800	27,639	30,000
6110	Janitorial	6,420	6,420	6,420	7,000	3,210	7,000
6130	Legal	5,590	1,976	716	5,000	7,547	10,000
6131	Local Travel & Mileage	3,140	2,730	1,974	3,100	899	2,500
6140	Maintenance Supplies	1,674	6,452	3,673	5,000	2,672	4,000
6160	Office Supplies	4,944	4,531	3,761	5,000	1,962	5,000
6161	Operation Supplies	6,443	5,037	4,979	5,500	1,552	5,000
6170	Personnel Recruitment	671	2,138	781	1,000	953	1,000
6171	Phones	8,304	8,162	8,236	8,500	4,273	8,500
6172	Postage	8,406	6,566	5,259	8,000	3,483	7,000
6173	Printing	11,214	9,661	12,237	11,000	3,320	12,500
6174	Marketing/Promotion	8,806	8,279	5,485	7,500	1,199	6,000
6190	Repairs & Maintenance	1,642	2,523	2,521	3,200	1,148	3,200
6200	Rent, Utilities, Maintenance	26,568	38,844	40,128	41,210	20,646	42,446
6211	Travel	3,416	5,910	4,393	4,250	619	3,500
6230	Vehicle Maintenance	535	374	7	600	986	600
	Total Materials & Services	\$ 175,474	\$198,869	\$ 174,990	\$ 198,310	\$ 107,435	\$ 201,246

MULTNOMAH COMMUNITY TELEVISION
FY 2002-03 PEG BUDGET
LINE ITEM EXPLANATION

INCOME:

4130 Multnomah Franchise Fees

5% of gross revenue of AT&T for East Multnomah County system, of which MCTV receives 60%.

4140 PCA Educational Services Support

MCTV provides educational services to six East County school districts that overlap into Portland. Through an agreement with Portland Cable Access, MCTV receives a payment for services provided for these areas.

4090 Interest

Income projected on current interest rates.

4200 Other

Tape duplication, refunds, special events, underwriting.

4270 Activity/Fees for Service

Moneys from activity fees and charging for MCTV services.

4172 Capital Funds

Moneys from franchise capital revenues dedicated to PEG access providers.

4162 Investment Withdrawal

Withdrawals from MCTV's investment fund.

4182 Fund from LO

Funds from LO (4182) is the residue from the LO contract that the MHCRC transferred to MCTV for LO projects.

EXPENSES:

7020 Full-time Salaries.

Salaries for full-time employees.

7030 Part-time Salaries

Salaries for part-time employees.

7050 Taxes & Benefits

Figured as 25% of full-time salaries. Includes pension plan contribution, insurances, FICA, Tri-Met and state unemployment tax.

6131 Local Travel and Mileage

Employee reimbursement for business-related mileage and parking.

6140 Maintenance Supplies

Supplies used to repair and maintain equipment that last less than one year.

6160 Office Supplies

Items that are less than \$100 and that last less than one year.

6161 Operating Supplies

Production-related items that are less than \$100 and last less than one year.

6170 Personnel Recruitment

Advertising for position openings.

6171 Phones

Includes regular and cellular service.

6172 Postage:

All outgoing postage, express services, parcel shipping and other shipping.

6173 Printing

Printing done outside including newsletter, invitations, handbook, forms.

6174 Marketing and Promotion

Advertising (except job openings), promotional items, marketing surveys and services.

6190 Repairs and Maintenance

Routine and emergency maintenance.

6200 Rent, Utilities and Maintenance

Payments made to Mt. Hood Community College for building (includes utilities and College services.)

6211 Travel

Transportation to regional and national conferences and seminars.

6230 Vehicle Maintenance

Maintenance and repairs for two vehicles.

6231 Videotape

Blank videotape (Digital, VHS, SVHS, 3/4", 3/4" SP).

8002 Books

Training books, videos, and other books.

8003 Maintenance Supplies

Supplies used to repair and maintain equipment that last less than one year.

ATTACHMENT 2

PORTLAND CABLE ACCESS BUDGET

Please note that, after the MHCRC approved the budget, the City of Portland appropriation to PCA is reduced by \$100,000 in the Mayor's Proposed Budget. This change is not reflected in the PCA Budget.



PCA CHANNELS

11

Community Access Network
Serving the metro area

22

Public Access
Serving Portland

23

Public Access
Serving Multnomah County

30

CityNet 30
Serving the City of Portland

BOARD

Kohel Haver, President
Celeste Carey, V. President
Currin Snipes, Secretary
Megan Kahrs, Treasurer
Lennie Edwards
Godfrey Clark Beckett
Steve Jolin
Jim Lockhart
James Wrathall
Jeff Bissonnette
Julie Omelchuck
Royal Harshman

EXECUTIVE DIRECTOR

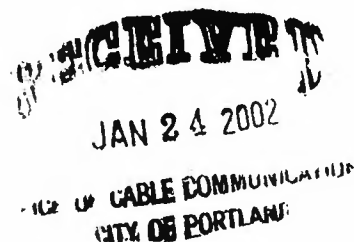
Carl Kucharski

*The mission of
Portland Public Access
is to promote broad
participation in civic and
cultural life by encouraging
effective use and
understanding of
community media.*

PORTLAND CABLE ACCESS TELEVISION

January 17, 2002

Sue Dicile, Chair
Mt. Hood Cable Regulatory Commission
1120 SW Fifth Ave. #704
Portland, OR 97204



Dear Sue,

On behalf of the Board of Directors I am pleased to present the funding request from Portland Cable Access for FY 2002/2003.

In light of the difficult budget situation which faces the City of Portland, the Board is proposing a reduction in city operating funding of 12 percent. Although this reduction in funding may impact the rate in the growth of services, PCA is prepared to assist the city in contending with a difficult financial future.

PCA is requesting \$855,000 in operating funding for the fiscal year. Additionally, PCA is submitting a capital purchase plan for \$555,998.

PCA has establish four operating objectives for the coming year which are:

- 1) To provide government access production and program services on CityNet 30;
- 2) To provide public access services within the first-come, first-served philosophy on at least one access channel throughout the city;
- 3) To expand and revise PCA's Scope of Service's to include:
 - A) Neighborhoods, Neighborhood Councils, and Neighborhood Organizations and Associations
 - B) Nonprofit and Community Organizations
 - C) Educational Institutions and Youth; and,
- 4) To create a community development staff position to raise additional revenue and resources for PCA.

Enclosed you'll find an extensive budget narrative, a detailed operating budget including budget information for the prior three years, a capital purchase plan, and a draft of the PCA Strategic Plan 2002 - 2004.

The Board, staff, and public appreciate the long term support of the MHCRC and Cable Office staff for PCA and its mission.

PORTLAND CABLE ACCESS 2002 - 2003 BUDGET NARRATIVE

The mission of Portland Cable Access (PCA) is to promote broad participation in civic and cultural life by encouraging effective use and understanding of community media.

INTRODUCTION

For twenty years PCA has provided a range of services for public, educational, and government, PEG Access, programmers.

Currently, PCA provides the training, tools, and transmission for local, community-based cable television programming through services that include:

- * hands-on training in video production and post-production techniques;
- * specialized video training projects in cooperation with individual schools and the Portland Public Schools District;
- * access to and use of portable video equipment and editing facilities, multi-camera television studios for live or videotaped programs, a multi-camera remote production van for live and videotaped programming within the cable franchise service area, and a professionally equipped audio production trailer;
- * playback of programming on four cable channels 15 hours a day, seven days a week;
- * program promotion and scheduling on four cable channels reaching 117,000 cable households in the City of Portland and up to 369,000 households throughout Multnomah, Washington, and Clackamas counties;
- * access to and use of satellite downlink capabilities for program acquisition;
- * videoconferencing services;
- * dubbing and duplication of videotaped programs;
- * use of meeting and rehearsal space;
- * creation and distribution of videotext messages through a multi-channel electronic bulletin board system;
- * coverage of city council meetings and the meetings of other designated city and local government agencies; and,
- * transmission of special satellite delivered national programming of interest to the community such as Classic Arts Showcase.

CITY CONTRACT SERVICE HIGHLIGHTS

The current city contract describes the services to be provided by PCA. From July 1997 through June 2001 PCA has:

- trained more than 1,600 people in some form of video and media production;
- produced more than 2,000 hours of programming specifically for the City of Portland which was transmitted on CityNet 30;
- produced more than 6,000 hours of additional local community programming;
- provided equipment and facilities for and facilitated the community's production of 25,000 hours of local, original programming; and,
- received more than 56,000 hours of volunteer services.

professional consultants to provide it with objective information and analyses of its operations, services, policies, and procedures.

PCA also conducted community needs assessments. Students at Portland State University conducted an assessment of the potential for youth oriented services. In partnership with the city's Office of Cable Communications and Franchise Management and the Mt. Hood Cable Regulatory Commission, PCA held a Community Media Roundtable to identify potential activities and partnerships with other community media organizations.

January 2002 through June 2002

Based upon the reports of the consultants and the results of the needs assessments, a number of issues and activities were highlighted that require PCA's attention as it moves forward with reorganization. Most of the issues will be addressed in the first six months of 2002 including:

- review and revision, as needed, of the organization's bylaws, governance structure, policies and procedures;
- review and revision, as needed, of policies and procedures for financial operations, general operations and services, and personnel;
- completion of a community needs assessment focusing on neighborhoods, nonprofits, educational needs and youth organizations;
- initiation of outreach projects with selected organizations identified in the needs assessment process;
- completion of the details of the organization's Strategic Plan for 2002 through 2004;
- revision, customization, and fine tuning of services to align with the results of the needs assessment and target operating objectives; and,
- review and revision of the capital plan and purchases for 2002/2003 to align with the results of the needs assessment and target operating objectives.

PCA FUTURE ORGANIZATIONAL OBJECTIVES

There are four major organizational objectives which are proposed based upon PCA's current services and resources, the preliminary outcomes of the needs assessments, other available cable franchise resources, and a reduced level of city funding:

- 1) To provide government access production and program services on CityNet 30;
- 2) To provide public access services within the first-come, first-served philosophy on at least one access channel throughout the city;
- 3) To expand and revise PCA's Scope of Service's to include:
 - A) Neighborhoods, Neighborhood Councils, and Neighborhood Organizations and Associations
 - B) Nonprofit and Community Organizations
 - C) Educational Institutions and Youth; and,
- 4) To create a community development staff position to raise additional revenue and resources for PCA.

**PORTLAND CABLE ACCESS
OPERATING & CAPITAL BUDGETS 1999-2003**

Present Account		ACTUAL 1999-00	ACTUAL 2000-01	BUDGET 2001-02	PROPOSED BUDGET 2002-03
#	REVENUE:				
4000	Contract City Portland	730,924	957,948	970,063	855,000
4005	Franchise Mult. West	18,962	20,876	13,348	18,270
4100	Special Projects	88,878	25,835	80,000	20,000
4200	Community Service	5,580	9,252	3,500	
4300	Training Income	6,687	6,998	6,000	10,000
4410	Misc Income	550	3,473	1,000	1,000
4412	Damages paid for equipment	1,253	615		
4580	Tape / Disk Sales	13,358	19,574	15,000	20,000
4581	Dubbing	2,021	177	1,300	1,300
4582	Tee shirt sales	320			
4700	Contract Interest - Delauney	9,087			
4710	Checking Acct. Interest	7,719	13,765	4,000	4,000
4800	Interest Investments	34,571	3,359		
4810	Dividends Investment	9,901	49,161		
4811	Earnings Domini Investments		20,357		
4820	Interest - internal		5,390		
4830	Gain of Sale	2,300	3,701		
4831	Unrealized Gain / Loss	33,718			
4908	PEG Capital grant-Sound track	8,581			
4909	Capital Grant income	333,084	419,960	428,084	555,998
4998	Investment Funds Used				
	TOTAL REVENUE	1,307,494	1,560,441	1,522,295	1,485,568

Present Account		ACTUAL 1999-00	ACTUAL 2000-01	BUDGET 2001-02	PROPOSED BUDGET 2002-03
#	EXPENSES:				
	STAFF RELATED				
5000	Payroll Wages	493,621	459,523	574,987	506,707
5100	Payroll Taxes	49,652	51,526	56,753	52,698
5110	Pension Contributions	33,565	37,657	44,868	17,000
5111	Medical & Dental Insurance	46,939	62,720	62,785	61,560
5112	Life & Disability Insurance	9,944	6,301	9,395	6,044
5200	Employee Recruitment	397	1,296	649	500
5300	Training & Education - Staff	76	5,396	7,500	7,500
5350	Training & Education - Board	1,688	4,925	6,000	
5400	Travel - local	53	920	2,450	500
5401	Travel - out of town	2,026	5,767	5,000	4,000
5500	Payroll Service	3,162	3,211	500	2,100
5501	Crew Food	296	965	1,000	1,500
5999	Payroll transfers-production		67,052		
	Subtotal	641,419	707,259	771,887	660,109

Note: chart of accts was changed in FY 97-98

A portion of Production equipment expense (52,435) and a portion of Playback equipment exp (23,690) was reclassified by auditors to Building Improvement in FY 1999- 2000

Present Account #		ACTUAL 1999-00	ACTUAL 2000-01	BUDGET 2001-02	PROPOSED BUDGET 2002-03
BUILDING RELATED					
7500	Janitor Service	5,106	2,993	6,000	4,500
7510	Janitorial Supplies	3,384	4,002	2,500	3,360
7620	Electricity	13,090	14,158	17,000	17,000
7635	Garbage Removal	842	1,041	1,200	1,000
7640	Other Utilities	1,744	1,791	1,100	2,000
7645	Natural Gas	742	580	2,500	1,500
7650	Vehicle Maintenance	1,175	3,145	2,000	2,000
7660	Landscape Maintenance	2,154	1,575	3,833	1,200
7670	Building Maintenance	3,304	12,857	3,418	2,500
7680	Security Service	765	677	300	520
	Subtotal	32,306	42,819	39,851	35,580

Present Account #		ACTUAL 1999-00	ACTUAL 2000-01	BUDGET 2001-02	PROPOSED BUDGET 2002-03
DIRECT VIDEO PRODUCTION					
8030	Script Writer	13,550	5,400		
8040	On air talent	8,288	915	38,000	
8050	Videographer	16,838			
8060	Photographic Services	11			
8070	Graphic Design	1,915			
8071	Closed Caption	1,210			
8072	Audio Sweeten / Outsourced studio ti	5,453	410		
8111	Cable Signal Distrib-Teleconf site fees	5,359	3,950		
8121	Equipment Rental	3,260			
8201	Props	2,240	992	280	
	Subtotal	58,124	11,667	38,280	-

Present Account #		ACTUAL 1999-00	ACTUAL 2000-01	BUDGET 2001-02	PROPOSED BUDGET 2002-03
OWNERSHIP COSTS					
9000	Insurance - liability	15,586	20,141	17,015	33,000
9100	Bad debts		25		
9820	Interest expense-self financed		5,390	5,390	
	Subtotal	15,586	25,556	22,405	33,000
	TOTAL EXPENSES	876,919	1,018,929	1,093,589	929,564

Present Account #		ACTUAL 1999-00	ACTUAL 2000-01	BUDGET 2001-02	PROPOSED BUDGET 2002-03
CAPITAL EXPENSE:					
1630	Production equipment	1,807,937	450,227	428,084	555,998
1640	Playback (programming) equipment	292,205	5,515		
	NET CAPITAL EXPENSE	2,100,142	455,742	428,084	555,998

Note: chart of accts was changed in FY 97-98

A portion of Production equipment expense (52,435) and a portion of Playback equipment exp (23,690) was reclassified by auditors to Building Improvement in FY 1999- 2000

PCA 2002-2003 Capital Purchase Plan

A - New Addition Project Pay Down

Continuation of building addition pay-down. \$32,000 32,000

B - Public Production Cameras

We should replace the basic student camera. S-VHS may well have played out by this point in time. A basic digital camera should be now used for training.

8x\$5,000 \$40,000 72,000

C - Public Edit Room Engineering Monitoring

Delayed installation of engineering equipment in edit facilities should be completed.

6x\$4,000 \$24,000 96,000

D - Edit Room CG Systems

CG installations in edit facilities will be 6 years old should be replaced.

6x\$4,000 \$24,000 120,000

E - Office Furnishings

Chairs, furniture, desks, work stations. \$10,000 130,000

F - Automated System for Playback

This is a continuation of playback enhancements needed to support additional programming 24 hours per day.

Original (\$135,000) project passed to 2002-2003 \$135,000 265,000

G - System Router

Terminal room will need router and distribution system replaced after 18 years of service. Parts are not available for DA's and router is no longer made.

\$75,000 340,000

H - System Router

Studio A and B need audio enhancements to assist our producers. Limiter-gates for microphones would be helpful. The audio mixers have been in continuous service for 12 years and replacements should be considered.

\$25,000 365,000

I - UPS for Edit Room Upgrade

Edit suites 1, 2, 3 used the old playback UPS. It was at full capacity when brought back into service. This upgrade would allow all edit suites, 1,2,3,4,5 and 6 to be covered.

\$45,000 410,000

J - Equipment for New Objectives with Neighborhoods, Nonprofits, and Youth

Studio, production, post-production, portable and transmission equipment for remote sites and nonprofit programming efforts.

\$135,998 545,998

I - Contingency / Reserve

Based upon previous budgets, this contingency is warranted.

\$10,000 555,998

Total

\$555,998

