

**Petaluma Community Access, Inc.**  
**Profit & Loss Budget Performance**  
April 2022

	<u>Apr 22</u>	<u>Budget</u>	<u>Jul '21 - Apr 22</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
510 · Community Access Fees	0.00	18,334.00	168,096.66	183,332.00	220,000.00
512 · Contributions- Unrestricted	0.00	333.34	1,941.04	3,333.32	4,000.00
513 · Contributions- Restricted	0.00	0.00	0.00	0.00	0.00
515 · Grants	0.00	833.34	0.00	8,333.32	10,000.00
520 · Government Taping Fees	0.00	2,083.34	40,435.00	20,833.32	25,000.00
525 · Production Services Income	0.00	20.84	0.00	208.32	250.00
530 · Workshop Fees	0.00	16.66	0.00	166.68	200.00
536 · Underwriting	0.00	833.34	0.00	8,333.32	10,000.00
540 · Membership Dues	53.00	833.34	3,199.00	8,333.32	10,000.00
545 · DVD Sales	0.00	0.00	0.00	0.00	0.00
550 · Interest Income	0.63	8.34	9.96	83.32	100.00
555 · Late Fees	0.00	2.09	0.00	20.82	25.00
590 · Sales Income	0.00	0.00	20.00	0.00	0.00
<b>Total Income</b>	<u>53.63</u>	<u>23,298.63</u>	<u>213,701.66</u>	<u>232,977.74</u>	<u>279,575.00</u>
<b>Gross Profit</b>	53.63	23,298.63	213,701.66	232,977.74	279,575.00
<b>Expense</b>					
150 · Suspense	22.07	0.00	22.07	0.00	0.00
610 · Accounting	617.50	583.34	8,966.65	5,833.32	7,000.00
611 · Annual Audit and Tax Return	0.00	416.66	5,578.00	4,166.68	5,000.00
612 · Advertising	0.00	125.00	96.00	1,250.00	1,500.00
613 · Advertising - Employees	0.00	0.00	225.00	0.00	0.00
615 · Travel Expenses	0.00	0.00	4.50	0.00	0.00
625 · Bank Charges	0.00	0.00	155.00	0.00	0.00
626 · Merchant Fees	1.48	29.17	93.98	291.66	350.00
627 · Late Fee	0.00	0.00	198.28	0.00	0.00
628 · Board Development	0.00	16.66	0.00	166.68	200.00
640 · Conference Expenses	0.00	0.00	0.00	0.00	0.00
642 · Conference Travel	0.00	0.00	0.00	0.00	0.00
645 · Computer Software-Office	0.00	50.00	499.99	500.00	600.00
646 · Maintenance-Office Equipt.	0.00	12.50	239.21	125.00	150.00
650 · Depreciation Expense	0.00	0.00	0.00	0.00	0.00
655 · Donations	0.00	0.00	25.00	0.00	0.00
660 · Dues & Subscriptions	1,366.68	37.50	6,464.16	375.00	450.00
665 · Meals	0.00	41.66	256.99	416.68	500.00
670 · Employee Benefits	0.00	1,500.00	0.00	15,000.00	18,000.00
675 · Equipment Parts & Supplies	75.49	500.00	490.09	5,000.00	6,000.00
685 · Equipment Repairs	0.00	12.50	0.00	125.00	150.00
690 · Insurance	0.00	583.34	7,839.46	5,833.32	7,000.00
692 · Insurance - Workmans Comp	0.00	175.00	1,130.00	1,750.00	2,100.00
693 · Interest Expense	0.00	0.00	11.11	0.00	0.00
695 · Legal	0.00	83.34	0.00	833.32	1,000.00
700 · Licenses & Permits	0.00	12.50	230.00	125.00	150.00

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710 · Facility Maintenance	94.00	125.00	940.00	1,250.00	1,500.00
712 · Mileage Reimbursement	0.00	20.84	0.00	208.32	250.00
715 · Meetings	0.00	4.16	0.00	41.68	50.00
720 · Miscellaneous	0.00	0.00	0.00	0.00	0.00
725 · Office Supplies	0.00	125.00	3,211.64	1,250.00	1,500.00
728 · Operational Services	0.00	12.50	1,125.00	125.00	150.00
730 · Outside Services	0.00	12.50	0.00	125.00	150.00
<b>731 · Payroll Expense</b>					
737 · Payroll - Membership Coord	0.00	0.00	2,920.52	0.00	0.00
738 · Payroll - Executive Director	4,126.11	3,833.34	23,801.41	38,333.32	46,000.00
739 · Payroll - Access Asistant	866.91	1,358.34	8,150.13	13,583.32	16,300.00
740 · Payroll Taxes	0.00	1,541.67	2,523.98	15,416.66	18,500.00
740.1 · State Payroll Taxes	656.90	0.00	4,736.77	0.00	0.00
740.2 · Federal Taxes	3,749.30	0.00	23,733.63	0.00	0.00
741 · Payroll - Holiday Bonuses	0.00	125.00	900.00	1,250.00	1,500.00
742 · Holiday Pay	0.00	208.34	0.00	2,083.32	2,500.00
743 · Payroll Fees	0.00	37.50	45.50	375.00	450.00
744 · Payroll - Outreach Coord	0.00	0.00	0.00	0.00	0.00
745 · Payroll - Radio Coordinator	0.00	0.00	0.00	0.00	0.00
746 · Payroll - Operations Manager	0.00	3,666.66	17,442.16	36,666.68	44,000.00
748 · Payroll - Radio Manager	3,344.62	2,833.34	31,111.33	28,333.32	34,000.00
749 · Payroll - Access Coordinator	0.00	0.00	7,155.86	0.00	0.00
756 · Payroll - Access Supervisor	0.00	833.34	1,335.47	8,333.32	10,000.00
757 · Payroll-Membership Supervisor	1,563.51	3,208.34	17,568.14	32,083.32	38,500.00
759 · Paycom Program Expense	408.66	0.00	2,868.11	0.00	0.00
760 · Payroll - Office Specialist	833.56	0.00	833.56	0.00	0.00
761 · Payroll - Office Specialist II	1,286.31	0.00	1,286.31	0.00	0.00
762 · Payroll - IT Op. Supervisor	2,538.51	0.00	9,564.43	0.00	0.00
763 · Payroll - Communications Assoc.	968.20	0.00	968.20	0.00	0.00
764 · Payroll - Program Coordinator	1,215.10	0.00	3,670.24	0.00	0.00
895 · Penalty Pay	0.00	15.50	0.00	46.50	62.00
731 · Payroll Expense - Other	0.00	0.00	0.00	0.00	0.00
<b>Total 731 · Payroll Expense</b>	<b>21,557.69</b>	<b>17,661.37</b>	<b>160,615.75</b>	<b>176,504.76</b>	<b>211,812.00</b>
750 · Postage	0.00	29.16	268.47	291.68	350.00
751 · Post Box Rental	0.00	16.66	188.00	166.68	200.00
755 · PCA Printing	98.54	29.16	180.32	291.68	350.00
765 · Promotion	306.60	100.00	786.64	1,000.00	1,200.00
775 · Rent	3,384.95	2,562.33	26,928.89	25,623.34	30,748.00
780 · Refunds	0.00	0.00	0.00	0.00	0.00
800 · Security	0.00	120.00	1,133.82	1,200.00	1,440.00
804 · Staff Development	0.00	16.66	0.00	166.68	200.00
805 · Storage	110.00	125.00	1,100.00	1,250.00	1,500.00
830 · Taxes	-29,643.56	14.59	-29,693.15	145.82	175.00
836 · Cable, Internet, Telephone	582.18	250.00	2,463.16	2,500.00	3,000.00

## Petaluma Community Access, Inc. Profit & Loss Budget Performance April 2022

	Apr 22	Budget	Jul '21 - Apr 22	YTD Budget	Annual Budget
837 · Cell Phone	0.00	0.00	0.00	0.00	0.00
838 · Internet-City	227.66	176.25	1,964.80	1,762.50	2,115.00
880 · Utilities	369.56	458.34	3,569.59	4,583.32	5,500.00
885 · Volunteer Program	0.00	0.00	0.00	0.00	0.00
890 · Web Expenses	0.00	41.66	255.00	416.68	500.00
<b>Total Expense</b>	<b>-829.16</b>	<b>26,080.35</b>	<b>207,563.42</b>	<b>260,694.80</b>	<b>312,840.00</b>
<b>Net Ordinary Income</b>	<b>882.79</b>	<b>-2,781.72</b>	<b>6,138.24</b>	<b>-27,717.06</b>	<b>-33,265.00</b>
<b>Other Income/Expense</b>					
<b>Other Income</b>					
896 · Miscellaneous Income	0.00	8.34	26.63	83.32	100.00
<b>910 · Radio Income</b>					
911 · Contributions - Unrestricted	0.00	125.00	0.00	1,250.00	1,500.00
913 · Underwriting-Radio	0.00	416.66	0.00	4,166.68	5,000.00
914 · Grants-Radio	0.00	208.34	0.00	2,083.32	2,500.00
915 · Workshop Fees-Radio	0.00	12.50	0.00	125.00	150.00
916 · Production Services	0.00	14.59	0.00	145.82	175.00
918 · Event Income	0.00	333.34	0.00	3,333.32	4,000.00
919 · Event Sponsorship	0.00	83.34	0.00	833.32	1,000.00
<b>Total 910 · Radio Income</b>	<b>0.00</b>	<b>1,193.77</b>	<b>0.00</b>	<b>11,937.46</b>	<b>14,325.00</b>
<b>Total Other Income</b>	<b>0.00</b>	<b>1,202.11</b>	<b>26.63</b>	<b>12,020.78</b>	<b>14,425.00</b>
<b>Other Expense</b>					
<b>920 · Radio Expenses</b>					
921 · Operational Expenses	0.00	25.00	0.00	250.00	300.00
922 · Outside Services - Radio	0.00	29.16	0.00	291.68	350.00
926 · Licenses, Subscrp & Memberships	0.00	108.34	1,259.39	1,083.32	1,300.00
927 · Equipment Parts & Supplies	0.00	208.34	42.67	2,083.32	2,500.00
928 · Equipment Maintenance	0.00	16.66	0.00	166.68	200.00
929 · Production Supplies	0.00	8.34	0.00	83.32	100.00
930 · Training Materials	0.00	0.00	0.00	0.00	0.00
931 · Computer Software	0.00	12.50	0.00	125.00	150.00
936 · Remote Access	30.00	41.66	295.00	416.68	500.00
937 · STL	124.50	135.00	1,245.00	1,350.00	1,620.00
938 · Streaming Services	184.50	191.66	2,214.00	1,916.68	2,300.00
939 · Automation Services	49.00	83.34	674.50	833.32	1,000.00
952 · Advertising	0.00	70.84	0.00	708.32	850.00
953 · Printing	0.00	58.34	0.00	583.32	700.00
954 · Fundraising Services	0.00	0.00	0.00	0.00	0.00
955 · Event Services	0.00	41.66	0.00	416.68	500.00
956 · Event Supplies	0.00	166.66	0.00	1,666.68	2,000.00
957 · Event Rentals	0.00	54.16	0.00	541.68	650.00
<b>Total 920 · Radio Expenses</b>	<b>388.00</b>	<b>1,251.66</b>	<b>5,730.56</b>	<b>12,516.68</b>	<b>15,020.00</b>
<b>Total Other Expense</b>	<b>388.00</b>	<b>1,251.66</b>	<b>5,730.56</b>	<b>12,516.68</b>	<b>15,020.00</b>
<b>Net Other Income</b>	<b>-388.00</b>	<b>-49.55</b>	<b>-5,703.93</b>	<b>-495.90</b>	<b>-595.00</b>
<b>Net Income</b>	<b>494.79</b>	<b>-2,831.27</b>	<b>434.31</b>	<b>-28,212.96</b>	<b>-33,860.00</b>