

Petaluma Community Access, Inc.
Profit & Loss Budget Performance
January 2024

	Jan 24	Budget	Jul '23 - Jan 24
Ordinary Income/Expense			
Income			
510 · Community Access Fees	17,520.76	18,333.34	122,644.65
512 · Contributions- Unrestricted	0.00	208.34	1,248.00
513 · Contributions- Restricted	0.00	0.00	2,500.00
515 · Grants	0.00	1,250.00	0.00
520 · Government Taping Fees			
520.1 · Petaluma Taping Fees	2,218.00	2,083.34	15,979.50
520.2 · Rohnert Park Taping Fees	743.75	791.66	4,760.00
520.3 · Sebastopol Taping Fees	1,090.00	2,208.34	11,686.25
520.4 · Cotati Taping Fees	807.50	833.34	4,037.50
520.5 · Potential New City Taping Fees	0.00	4,000.00	0.00
520 · Government Taping Fees - Other	0.00	0.00	0.00
Total 520 · Government Taping Fees	4,859.25	9,916.68	36,463.25
525 · Production Services Income	0.00	0.00	0.00
530 · Workshop Fees	0.00	416.66	0.00
536 · Underwriting	0.00	500.00	0.00
540 · Membership Dues	50.00	416.66	938.00
545 · DVD Sales	0.00	0.00	0.00
550 · Interest Income	0.00	8.34	0.00
555 · Late Fees	0.00	0.00	0.00
560 · Capital Expense Reimbursement	0.00	0.00	0.00
590 · Sales Income	0.00	0.00	0.00
591 · PCA Service Income	0.00	0.00	0.00
Total Income	22,430.01	31,050.02	163,793.90
Cost of Goods Sold			
50000 · Cost of Goods Sold	0.00	0.00	0.00
Total COGS	0.00	0.00	0.00
Gross Profit	22,430.01	31,050.02	163,793.90
Expense			
150 · Suspense	0.00	0.00	0.00
610 · Accounting	0.00	333.34	916.95
611 · Annual Audit and Tax Return	0.00	416.66	0.00
612 · Advertising	0.00	83.34	425.00
613 · Advertising - Employees	0.00	0.00	0.00
615 · Travel Expenses	0.00	0.00	0.00
617 · Amortization Expense	0.00	0.00	0.00
625 · Bank Charges	0.00	16.66	0.00
626 · Merchant Fees	8.00	29.16	108.85
627 · Late Fee	0.00	0.00	28.01
628 · Board Development	0.00	0.00	0.00
640 · Conference Expenses	0.00	0.00	0.00
642 · Conference Travel	0.00	0.00	0.00
645 · Computer Software-Office	0.00	0.00	0.00
646 · Maintenance-Office Equipt.	0.00	0.00	0.00
650 · Depreciation Expense	0.00	0.00	0.00
655 · Donations	0.00	0.00	25.00
660 · Dues & Subscriptions	1,366.68	41.66	4,876.24
665 · Meals	0.00	41.66	0.00
670 · Employee Benefits	0.00	1,500.00	0.00
675 · Equipment Parts & Supplies	0.00	0.00	124.83
685 · Equipment Repairs	0.00	12.50	0.00
690 · Insurance	0.00	716.66	8,178.05
692 · Insurance - Workmans Comp	195.10	166.66	195.10
693 · Interest Expense	53.83	0.00	954.09
695 · Legal	0.00	0.00	0.00
700 · Licenses & Permits	236.69	0.00	464.61
710 · Facility Maintenance	128.00	125.00	1,483.72
712 · Mileage Reimbursement	0.00	0.00	0.00

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Profit & Loss Budget Performance
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Accrual Basis

	Jan 24	Budget	Jul '23 - Jan 24
715 · Meetings	0.00	0.00	0.00
720 · Miscellaneous	0.00	0.00	0.00
725 · Office Supplies	72.23	208.34	380.87
726 · Employee Training	0.00	0.00	0.00
728 · Operational Services	0.00	0.00	0.00
730 · Outside Services	0.00	0.00	0.00
731 · Payroll Expense	13,960.43	22,639.45	121,191.57
750 · Postage	0.00	8.34	0.00
751 · Post Box Rental	0.00	18.34	226.00
755 · PCA Printing	0.00	8.34	0.00
765 · Promotion	10.00	0.00	595.27
770 · Reconciliation Discrepancies	0.00	0.00	0.00
775 · Rent	3,926.21	3,833.34	27,483.47
780 · Refunds	0.00	0.00	0.00
800 · Security	0.00	133.34	188.97
804 · Staff Development	0.00	20.84	0.00
805 · Storage	150.00	129.16	1,050.00
830 · Taxes	0.00	10.00	0.00
836 · Cable, Internet, Telephone	408.04	516.66	3,559.68
837 · Cell Phone	0.00	0.00	0.00
838 · Internet-City	0.00	240.55	1,700.20
880 · Utilities	0.00	341.66	4,201.93
885 · Volunteer Program	0.00	0.00	0.00
890 · Web Expenses	0.00	0.00	133.00
Total Expense	20,515.21	31,591.66	178,491.41
Net Ordinary Income	1,914.80	-541.64	-14,697.51
Other Income/Expense			
Other Income			
896 · Miscellaneous Income	0.00	0.00	0.00
910 · Radio Income			
911 · Contributions - Unrestricted	200.00	250.00	200.00
912 · Radio Sponsorship	0.00	0.00	0.00
913 · Underwriting-Radio	0.00	0.00	0.00
914 · Grants-Radio	0.00	0.00	0.00
915 · Workshop Fees-Radio	0.00	0.00	0.00
916 · Production Services	0.00	0.00	0.00
917 · Radio Workshops	0.00	0.00	0.00
918 · Event Income	0.00	833.34	0.00
919 · Event Sponsorship	0.00	500.00	0.00
910 · Radio Income - Other	0.00	0.00	0.00
Total 910 · Radio Income	200.00	1,583.34	200.00
Total Other Income	200.00	1,583.34	200.00
Other Expense			
920 · Radio Expenses			
921 · Operational Expenses	0.00	0.00	0.00
922 · Outside Services - Radio	0.00	0.00	0.00
924 · Security/Alarm	0.00		188.97
926 · Licenses, Subscrp & Memberships	775.00	0.00	1,951.51
927 · Equipment Parts & Supplies	0.00	0.00	0.00
928 · Equipment Maintenance	0.00	0.00	0.00
929 · Production Supplies	0.00	0.00	0.00
930 · Training Materials	0.00	0.00	0.00
931 · Computer Software	0.00	0.00	0.00
934 · Studio Telephone	0.00	0.00	0.00
936 · Remote Access	30.00	0.00	210.00
937 · STL	124.50	41.66	871.50
938 · Streaming Services	184.50	135.00	922.50
939 · Automation Services	49.00	250.00	896.50
952 · Advertising	0.00	58.34	0.00

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	<u>Jan 24</u>	<u>Budget</u>	<u>Jul '23 - Jan 24</u>
953 · Printing	0.00	0.00	0.00
954 · Fundraising Services	0.00	0.00	0.00
955 · Event Services	0.00	0.00	0.00
956 · Event Supplies	0.00	0.00	0.00
957 · Event Rentals	0.00	0.00	0.00
920 · Radio Expenses - Other	0.00	0.00	0.00
Total 920 · Radio Expenses	<u>1,163.00</u>	<u>485.00</u>	<u>5,040.98</u>
Total Other Expense	<u>1,163.00</u>	<u>485.00</u>	<u>5,040.98</u>
Net Other Income	<u>-963.00</u>	<u>1,098.34</u>	<u>-4,840.98</u>
Net Income	<u>951.80</u>	<u>556.70</u>	<u>-19,538.49</u>

Petaluma Community Access, Inc.
Profit & Loss Budget Performance
January 2024

	YTD Budget	Annual Budget
Ordinary Income/Expense		
Income		
510 · Community Access Fees	128,333.35	220,000.00
512 · Contributions- Unrestricted	1,458.35	2,500.00
513 · Contributions- Restricted	0.00	0.00
515 · Grants	8,750.00	15,000.00
520 · Government Taping Fees		
520.1 · Petaluma Taping Fees	14,583.35	25,000.00
520.2 · Rohnert Park Taping Fees	5,541.65	9,500.00
520.3 · Sebastopol Taping Fees	15,458.35	26,500.00
520.4 · Cotati Taping Fees	5,833.35	10,000.00
520.5 · Potential New City Taping Fees	28,000.00	48,000.00
520 · Government Taping Fees - Other	0.00	0.00
Total 520 · Government Taping Fees	69,416.70	119,000.00
525 · Production Services Income	0.00	0.00
530 · Workshop Fees	2,916.65	5,000.00
536 · Underwriting	3,500.00	6,000.00
540 · Membership Dues	2,916.65	5,000.00
545 · DVD Sales	0.00	0.00
550 · Interest Income	58.35	100.00
555 · Late Fees	0.00	0.00
560 · Capital Expense Reimbursement	0.00	0.00
590 · Sales Income	0.00	0.00
591 · PCA Service Income	0.00	0.00
Total Income	217,350.05	372,600.00
Cost of Goods Sold		
50000 · Cost of Goods Sold	0.00	0.00
Total COGS	0.00	0.00
Gross Profit	217,350.05	372,600.00
Expense		
150 · Suspense	0.00	0.00
610 · Accounting	2,333.35	4,000.00
611 · Annual Audit and Tax Return	2,916.65	5,000.00
612 · Advertising	583.35	1,000.00
613 · Advertising - Employees	0.00	0.00
615 · Travel Expenses	0.00	0.00
617 · Amortization Expense	0.00	0.00
625 · Bank Charges	116.65	200.00
626 · Merchant Fees	204.15	350.00
627 · Late Fee	0.00	0.00
628 · Board Development	0.00	0.00
640 · Conference Expenses	0.00	0.00
642 · Conference Travel	0.00	0.00
645 · Computer Software-Office	0.00	0.00
646 · Maintenance-Office Equipt.	0.00	0.00
650 · Depreciation Expense	0.00	0.00
655 · Donations	0.00	0.00
660 · Dues & Subscriptions	291.65	500.00
665 · Meals	291.65	500.00
670 · Employee Benefits	10,500.00	18,000.00
675 · Equipment Parts & Supplies	0.00	0.00
685 · Equipment Repairs	87.50	150.00
690 · Insurance	5,016.65	8,600.00
692 · Insurance - Workmans Comp	1,166.65	2,000.00
693 · Interest Expense	0.00	0.00
695 · Legal	0.00	0.00
700 · Licenses & Permits	0.00	0.00
710 · Facility Maintenance	875.00	1,500.00
712 · Mileage Reimbursement	0.00	0.00

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Accrual Basis

	YTD Budget	Annual Budget
715 · Meetings	0.00	0.00
720 · Miscellaneous	0.00	0.00
725 · Office Supplies	1,458.35	2,500.00
726 · Employee Training	0.00	0.00
728 · Operational Services	0.00	0.00
730 · Outside Services	0.00	0.00
731 · Payroll Expense	168,525.92	278,252.00
750 · Postage	58.35	100.00
751 · Post Box Rental	128.35	220.00
755 · PCA Printing	58.35	100.00
765 · Promotion	0.00	0.00
770 · Reconciliation Discrepancies	0.00	0.00
775 · Rent	26,833.35	46,000.00
780 · Refunds	0.00	0.00
800 · Security	933.35	1,600.00
804 · Staff Development	145.85	250.00
805 · Storage	904.15	1,550.00
830 · Taxes	70.00	120.00
836 · Cable, Internet, Telephone	3,616.65	6,200.00
837 · Cell Phone	0.00	0.00
838 · Internet-City	1,683.85	2,886.60
880 · Utilities	2,391.65	4,100.00
885 · Volunteer Program	0.00	0.00
890 · Web Expenses	0.00	0.00
Total Expense	231,191.42	385,678.60
Net Ordinary Income	-13,841.37	-13,078.60
Other Income/Expense		
Other Income		
896 · Miscellaneous Income	0.00	0.00
910 · Radio Income		
911 · Contributions - Unrestricted	1,750.00	3,000.00
912 · Radio Sponsorship	0.00	0.00
913 · Underwriting-Radio	0.00	0.00
914 · Grants-Radio	0.00	0.00
915 · Workshop Fees-Radio	0.00	0.00
916 · Production Services	0.00	0.00
917 · Radio Workshops	0.00	0.00
918 · Event Income	5,833.35	10,000.00
919 · Event Sponsorship	3,500.00	6,000.00
910 · Radio Income - Other	0.00	0.00
Total 910 · Radio Income	11,083.35	19,000.00
Total Other Income	11,083.35	19,000.00
Other Expense		
920 · Radio Expenses		
921 · Operational Expenses	0.00	0.00
922 · Outside Services - Radio	0.00	0.00
924 · Security/Alarm		
926 · Licenses, Subscrp & Memberships	0.00	0.00
927 · Equipment Parts & Supplies	0.00	0.00
928 · Equipment Maintenance	0.00	0.00
929 · Production Supplies	0.00	0.00
930 · Training Materials	0.00	0.00
931 · Computer Software	0.00	0.00
934 · Studio Telephone	0.00	0.00
936 · Remote Access	0.00	0.00
937 · STL	291.65	500.00
938 · Streaming Services	945.00	1,620.00
939 · Automation Services	1,750.00	3,000.00
952 · Advertising	408.35	700.00

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	<u>YTD Budget</u>	<u>Annual Budget</u>
953 · Printing	0.00	0.00
954 · Fundraising Services	0.00	0.00
955 · Event Services	0.00	0.00
956 · Event Supplies	0.00	0.00
957 · Event Rentals	0.00	0.00
920 · Radio Expenses - Other	0.00	0.00
Total 920 · Radio Expenses	<u>3,395.00</u>	<u>5,820.00</u>
Total Other Expense	<u>3,395.00</u>	<u>5,820.00</u>
Net Other Income	<u>7,688.35</u>	<u>13,180.00</u>
Net Income	<u><u>-6,153.02</u></u>	<u><u>101.40</u></u>