

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

	Feb 24	Budget	Jul '23 - Fe...	YTD Budget
Ordinary Income/Expense				
Income				
510 · Community Access Fees	17,337.55	18,333.33	139,249.38	146,666.68
512 · Contributions- Unrestricted	290.91	208.33	1,538.91	1,666.68
513 · Contributions- Restricted	0.00	0.00	2,500.00	0.00
515 · Grants	0.00	1,250.00	0.00	10,000.00
520 · Government Taping Fees				
520.1 · Petaluma Taping Fees	2,963.75	2,083.33	18,943.25	16,666.68
520.2 · Rohnert Park Taping Fees	637.50	791.67	5,397.50	6,333.32
520.3 · Sebastopol Taping Fees	1,885.00	2,208.33	13,571.25	17,666.68
520.4 · Cotati Taping Fees	1,466.25	833.33	5,503.75	6,666.68
520.5 · Potential New City Taping Fees	0.00	4,000.00	0.00	32,000.00
520 · Government Taping Fees - Other	0.00	0.00	0.00	0.00
Total 520 · Government Taping Fees	6,952.50	9,916.66	43,415.75	79,333.36
525 · Production Services Income	0.00	0.00	0.00	0.00
530 · Workshop Fees	0.00	416.67	0.00	3,333.32
536 · Underwriting	0.00	500.00	0.00	4,000.00
540 · Membership Dues	0.00	416.67	938.00	3,333.32
545 · DVD Sales	0.00	0.00	0.00	0.00
550 · Interest Income	0.00	8.33	0.00	66.68
555 · Late Fees	0.00	0.00	0.00	0.00
560 · Capital Expense Reimbursement	0.00	0.00	0.00	0.00
590 · Sales Income	0.00	0.00	0.00	0.00
591 · PCA Service Income	0.00	0.00	0.00	0.00
Total Income	24,580.96	31,049.99	187,642.04	248,400.04
Cost of Goods Sold				
50000 · Cost of Goods Sold	0.00	0.00	0.00	0.00
Total COGS	0.00	0.00	0.00	0.00
Gross Profit	24,580.96	31,049.99	187,642.04	248,400.04
Expense				
150 · Suspense	0.00	0.00	0.00	0.00
610 · Accounting	0.00	333.33	950.10	2,666.68
611 · Annual Audit and Tax Return	0.00	416.67	0.00	3,333.32
612 · Advertising	322.66	83.33	747.66	666.68
613 · Advertising - Employees	0.00	0.00	0.00	0.00
615 · Travel Expenses	0.00	0.00	0.00	0.00
617 · Amortization Expense	0.00	0.00	0.00	0.00
625 · Bank Charges	0.00	16.67	0.00	133.32
626 · Merchant Fees	8.00	29.17	116.85	233.32
627 · Late Fee	0.00	0.00	28.01	0.00
628 · Board Development	0.00	0.00	0.00	0.00
640 · Conference Expenses	0.00	0.00	0.00	0.00
642 · Conference Travel	0.00	0.00	0.00	0.00
645 · Computer Software-Office	0.00	0.00	0.00	0.00
646 · Maintenance-Office Equip.	0.00	0.00	0.00	0.00
650 · Depreciation Expense	0.00	0.00	0.00	0.00
655 · Donations	0.00	0.00	25.00	0.00
660 · Dues & Subscriptions	0.00	41.67	4,876.24	333.32
665 · Meals	133.59	41.67	133.59	333.32
670 · Employee Benefits	0.00	1,500.00	0.00	12,000.00
675 · Equipment Parts & Supplies	0.00	0.00	124.83	0.00
685 · Equipment Repairs	0.00	12.50	0.00	100.00
690 · Insurance	0.00	716.67	8,549.10	5,733.32
692 · Insurance - Workmans Comp	180.90	166.67	376.00	1,333.32
693 · Interest Expense	74.65	0.00	1,028.74	0.00
695 · Legal	0.00	0.00	0.00	0.00
700 · Licenses & Permits	0.00	0.00	464.61	0.00
710 · Facility Maintenance	128.00	125.00	1,611.72	1,000.00
712 · Mileage Reimbursement	0.00	0.00	0.00	0.00
715 · Meetings	0.00	0.00	0.00	0.00
720 · Miscellaneous	0.00	0.00	0.00	0.00

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

	Feb 24	Budget	Jul '23 - Fe...	YTD Budget
725 · Office Supplies	0.00	208.33	380.87	1,666.68
726 · Employee Training	0.00	0.00	0.00	0.00
728 · Operational Services	0.00	0.00	0.00	0.00
730 · Outside Services	0.00	0.00	0.00	0.00
731 · Payroll Expense	15,446.29	22,352.80	136,637.86	190,878.72
750 · Postage	0.00	8.33	0.00	66.68
751 · Post Box Rental	0.00	18.33	226.00	146.68
755 · PCA Printing	0.00	8.33	0.00	66.68
765 · Promotion	10.00	0.00	605.27	0.00
770 · Reconciliation Discrepancies	0.00	0.00	0.00	0.00
775 · Rent	3,826.21	3,833.33	31,209.68	30,666.68
780 · Refunds	0.00	0.00	0.00	0.00
800 · Security	0.00	133.33	188.97	1,066.68
804 · Staff Development	0.00	20.83	0.00	166.68
805 · Storage	150.00	129.17	1,200.00	1,033.32
830 · Taxes	0.00	10.00	0.00	80.00
836 · Cable, Internet, Telephone	571.75	516.67	4,295.37	4,133.32
837 · Cell Phone	0.00	0.00	0.00	0.00
838 · Internet-City	0.00	240.55	1,956.86	1,924.40
880 · Utilities	0.00	341.67	4,661.75	2,733.32
885 · Volunteer Program	0.00	0.00	0.00	0.00
890 · Web Expenses	0.00	0.00	133.00	0.00
Total Expense	20,852.05	31,305.02	200,528.08	262,496.44
Net Ordinary Income	3,728.91	-255.03	-12,886.04	-14,096.40
Other Income/Expense				
Other Income				
896 · Miscellaneous Income	0.00	0.00	0.00	0.00
910 · Radio Income				
911 · Contributions - Unrestricted	0.00	250.00	200.00	2,000.00
912 · Radio Sponsorship	0.00	0.00	0.00	0.00
913 · Underwriting-Radio	0.00	0.00	0.00	0.00
914 · Grants-Radio	0.00	0.00	0.00	0.00
915 · Workshop Fees-Radio	0.00	0.00	0.00	0.00
916 · Production Services	0.00	0.00	0.00	0.00
917 · Radio Workshops	0.00	0.00	0.00	0.00
918 · Event Income	0.00	833.33	0.00	6,666.68
919 · Event Sponsorship	0.00	500.00	0.00	4,000.00
910 · Radio Income - Other	0.00	0.00	0.00	0.00
Total 910 · Radio Income	0.00	1,583.33	200.00	12,666.68
Total Other Income	0.00	1,583.33	200.00	12,666.68
Other Expense				
920 · Radio Expenses				
921 · Operational Expenses	0.00	0.00	0.00	0.00
922 · Outside Services - Radio	0.00	0.00	0.00	0.00
924 · Security/Alarm	0.00		188.97	
926 · Licenses, Subscrip & Memberships	400.00	0.00	2,351.51	0.00
927 · Equipment Parts & Supplies	25.17	0.00	25.17	0.00
928 · Equipment Maintenance	0.00	0.00	0.00	0.00
929 · Production Supplies	0.00	0.00	0.00	0.00
930 · Training Materials	0.00	0.00	0.00	0.00
931 · Computer Software	0.00	0.00	0.00	0.00
934 · Studio Telephone	0.00	0.00	0.00	0.00
936 · Remote Access	30.00	0.00	240.00	0.00
937 · STL	124.50	41.67	996.00	333.32
938 · Streaming Services	184.50	135.00	1,107.00	1,080.00
939 · Automation Services	49.00	250.00	945.50	2,000.00
952 · Advertising	0.00	58.33	0.00	466.68
953 · Printing	0.00	0.00	0.00	0.00
954 · Fundraising Services	0.00	0.00	0.00	0.00
955 · Event Services	0.00	0.00	0.00	0.00
956 · Event Supplies	0.00	0.00	0.00	0.00

6:28 PM

03/11/24

Accrual Basis

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

	<u>Feb 24</u>	<u>Budget</u>	<u>Jul '23 - Fe...</u>	<u>YTD Budget</u>
957 · Event Rentals	0.00	0.00	0.00	0.00
920 · Radio Expenses - Other	0.00	0.00	0.00	0.00
Total 920 · Radio Expenses	<u>813.17</u>	<u>485.00</u>	<u>5,854.15</u>	<u>3,880.00</u>
Total Other Expense	<u>813.17</u>	<u>485.00</u>	<u>5,854.15</u>	<u>3,880.00</u>
Net Other Income	<u>-813.17</u>	<u>1,098.33</u>	<u>-5,654.15</u>	<u>8,786.68</u>
Net Income	<u>2,915.74</u>	<u>843.30</u>	<u>-18,540.19</u>	<u>-5,309.72</u>

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

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

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

	Annual Bud...
725 · Office Supplies	2,500.00
726 · Employee Training	0.00
728 · Operational Services	0.00
730 · Outside Services	0.00
731 · Payroll Expense	278,252.00
750 · Postage	100.00
751 · Post Box Rental	220.00
755 · PCA Printing	100.00
765 · Promotion	0.00
770 · Reconciliation Discrepancies	0.00
775 · Rent	46,000.00
780 · Refunds	0.00
800 · Security	1,600.00
804 · Staff Development	250.00
805 · Storage	1,550.00
830 · Taxes	120.00
836 · Cable, Internet, Telephone	6,200.00
837 · Cell Phone	0.00
838 · Internet-City	2,886.60
880 · Utilities	4,100.00
885 · Volunteer Program	0.00
890 · Web Expenses	0.00
Total Expense	385,678.60
Net Ordinary Income	-13,078.60
Other Income/Expense	
Other Income	
896 · Miscellaneous Income	0.00
910 · Radio Income	
911 · Contributions - Unrestricted	3,000.00
912 · Radio Sponsorship	0.00
913 · Underwriting-Radio	0.00
914 · Grants-Radio	0.00
915 · Workshop Fees-Radio	0.00
916 · Production Services	0.00
917 · Radio Workshops	0.00
918 · Event Income	10,000.00
919 · Event Sponsorship	6,000.00
910 · Radio Income - Other	0.00
Total 910 · Radio Income	19,000.00
Total Other Income	19,000.00
Other Expense	
920 · Radio Expenses	
921 · Operational Expenses	0.00
922 · Outside Services - Radio	0.00
924 · Security/Alarm	
926 · Licenses, Subscrip & Memberships	0.00
927 · Equipment Parts & Supplies	0.00
928 · Equipment Maintenance	0.00
929 · Production Supplies	0.00
930 · Training Materials	0.00
931 · Computer Software	0.00
934 · Studio Telephone	0.00
936 · Remote Access	0.00
937 · STL	500.00
938 · Streaming Services	1,620.00
939 · Automation Services	3,000.00
952 · Advertising	700.00
953 · Printing	0.00
954 · Fundraising Services	0.00
955 · Event Services	0.00
956 · Event Supplies	0.00

6:28 PM

03/11/24

Accrual Basis

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

	<u>Annual Bud...</u>
957 · Event Rentals	0.00
920 · Radio Expenses - Other	0.00
Total 920 · Radio Expenses	<u>5,820.00</u>
Total Other Expense	<u>5,820.00</u>
Net Other Income	<u>13,180.00</u>
Net Income	<u><u>101.40</u></u>