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

	May 24	Budget	Jul '23 - May 24	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
510 · Community Access Fees	17,337.55	18,333.33	190,988.27	201,666.67	220,000.00
512 · Contributions- Unrestricted	0.00	208.33	1,538.91	2,291.67	2,500.00
513 · Contributions- Restricted	0.00	0.00	2,500.00	0.00	0.00
515 · Grants	0.00	1,250.00	0.00	13,750.00	15,000.00
520 · Gov. Taping Fees					
520.1 · Petaluma Taping Fees	3,729.75	2,083.33	28,791.75	22,916.67	25,000.00
520.2 · Rohnert Park Taping Fees	956.25	791.67	8,521.25	8,708.33	9,500.00
520.3 · Sebastopol Taping Fees	2,450.00	2,208.33	20,833.75	24,291.67	26,500.00
520.4 · Cotati Taping Fees	892.50	833.33	8,670.00	9,166.67	10,000.00
520.5 · Pot. New City Taping Fees	0.00	4,000.00	0.00	44,000.00	48,000.00
520 · Gov. Taping Fees - Other	0.00	0.00	0.00	0.00	0.00
Total 520 · Gov. Taping Fees	8,028.50	9,916.66	66,816.75	109,083.34	119,000.00
525 · Production Services Income	0.00	0.00	0.00	0.00	0.00
530 · Workshop Fees	0.00	416.67	0.00	4,583.33	5,000.00
536 · Underwriting	0.00	500.00	0.00	5,500.00	6,000.00
540 · Membership Dues	1,150.00	416.67	2,228.00	4,583.33	5,000.00
545 · DVD Sales	0.00	0.00	0.00	0.00	0.00
550 · Interest Income	0.00	8.33	0.00	91.67	100.00
555 · Late Fees	0.00	0.00	0.00	0.00	0.00
560 · Capital Exp.Reimbursement	0.00	0.00	0.00	0.00	0.00
590 · Sales Income	0.00	0.00	0.00	0.00	0.00
591 · PCA Service Income	0.00	0.00	0.00	0.00	0.00
Total Income	26,516.05	31,049.99	264,071.93	341,550.01	372,600.00
Cost of Goods Sold					
50000 · Cost of Goods Sold	0.00	0.00	0.00	0.00	0.00
Total COGS	0.00	0.00	0.00	0.00	0.00
Gross Profit	26,516.05	31,049.99	264,071.93	341,550.01	372,600.00
Expense					
150 · Suspense	0.00	0.00	0.00	0.00	0.00
610 · Accounting	0.00	333.33	950.10	3,666.67	4,000.00
611 · Ann. Audit &Tax Return	0.00	416.67	0.00	4,583.33	5,000.00
612 · Advertising	0.00	83.33	747.66	916.67	1,000.00
613 · Advertising - Employees	0.00	0.00	0.00	0.00	0.00
615 · Travel Expenses	0.00	0.00	0.00	0.00	0.00
617 · Amortization Expense	0.00	0.00	0.00	0.00	0.00
625 · Bank Charges	1.35	16.67	1.35	183.33	200.00
626 · Merchant Fees	30.59	29.17	161.24	320.83	350.00
627 · Late Fee	0.00	0.00	30.71	0.00	0.00
628 · Board Development	0.00	0.00	0.00	0.00	0.00
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	0.00	55.00	0.00	0.00
646 · Maintenance-Office Equipt.	0.00	0.00	0.00	0.00	0.00
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	0.00	41.67	7,299.79	458.33	500.00
665 · Meals	0.00	41.67	461.97	458.33	500.00
670 · Employee Benefits	0.00	1,500.00	0.00	16,500.00	18,000.00
675 · Equipment Parts & Supplies	0.00	0.00	202.74	0.00	0.00
685 · Equipment Repairs	0.00	12.50	0.00	137.50	150.00
690 · Insurance	560.36	716.67	9,109.46	7,883.33	8,600.00
692 · Insur. - Workmns Comp	141.87	166.67	722.65	1,833.33	2,000.00
693 · Interest Expense	57.34	0.00	1,184.92	0.00	0.00
695 · Legal	0.00	0.00	0.00	0.00	0.00
700 · Licenses & Permits	0.00	0.00	564.61	0.00	0.00
710 · Facility Maintenance	128.00	125.00	1,995.72	1,375.00	1,500.00
712 · Mileage Reimbursement	0.00	0.00	0.00	0.00	0.00
715 · Meetings	0.00	0.00	0.00	0.00	0.00
720 · Miscellaneous	0.00	0.00	0.00	0.00	0.00
725 · Office Supplies	0.00	208.33	504.26	2,291.67	2,500.00
726 · Employee Training	0.00	0.00	0.00	0.00	0.00
728 · Operational Services	0.00	0.00	0.00	0.00	0.00
730 · Outside Services	0.00	0.00	0.00	0.00	0.00

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731 · PAYROLL EXPENSE					
732 · Payroll - Admin Assistant	0.00	0.00	0.00	0.00	0.00
733 · Payroll - Media Services Supv	0.00	0.00	0.00	0.00	0.00
736 · Payroll - Program Director	0.00	0.00	0.00	0.00	0.00
737 · Payroll - Membership Coord	0.00	0.00	0.00	0.00	0.00
738 · Payroll - Executive Director	0.00	4,583.33	11,215.01	50,416.67	55,000.00
739 · Payroll - Access Asistants	1,993.71	4,291.67	12,719.49	47,208.33	51,500.00
740 · PAYROLL TAXES					
740.1 · State Payroll Taxes	-1,120.56	171.98	775.36	5,383.99	5,527.88
740.2 · Federal Taxes	-3,600.42	688.00	11,901.82	21,536.48	22,112.12
740 · PAYROLL TAXES - Other	0.00	0.00	0.00	0.00	0.00
Total 740 · PAYROLL TAXES	-4,720.98	859.98	12,677.18	26,920.47	27,640.00
741 · Payroll - Holiday Bonuses	0.00	125.00	0.00	1,375.00	1,500.00
742 · Holiday Pay	0.00	208.33	0.00	2,291.67	2,500.00
743 · Payroll Fees	0.00	37.50	0.00	412.50	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 - Ops Manager	0.00	0.00	0.00	0.00	0.00
747 · Accrued Vacation/Sick Pay	0.00	0.00	0.00	0.00	0.00
748 · Payroll - Radio Manager	6,797.83	3,750.00	45,669.25	41,250.00	45,000.00
749 · Payroll - Access Coordinator	0.00	0.00	0.00	0.00	0.00
756 · Payroll - Access Supervisor	0.00	1,625.00	6,120.05	17,875.00	19,500.00
757 · Payroll-Mem. Supervisor	0.00	0.00	0.00	0.00	0.00
759 · Paycom Program Expense	260.03	0.00	4,635.50	0.00	0.00
760 · Payroll - Office Specialist	3,175.39	0.00	12,461.49	0.00	0.00
761 · Payroll - Office Specialist II	0.00	1,166.67	6,563.57	12,833.33	14,000.00
762 · Payroll - IT Op. Supervisor	0.00	3,466.67	6,248.24	38,133.33	41,600.00
763 · Payroll - Commun. Assoc.	0.00	0.00	0.00	0.00	0.00
764 · Payroll - Prog. Coordinator	0.00	1,625.00	6,460.10	17,875.00	19,500.00
766 · Station Ops Supervisor	0.00		6,611.50		
767 · Bus. Development Strategy	3,313.81		17,836.65		
768 · Sr Office Asst/Bookkeeper	1,208.58		8,134.95		
769 · Technical Specialist	2,375.08		11,016.36		
894 · CalSavers	22.95	0.00	202.72	0.00	0.00
895 · Penalty Pay	0.00	5.17	0.00	56.83	62.00
Total 731 · PAYROLL EXPENSE	14,426.40	21,744.32	168,572.06	256,648.13	278,252.00
750 · Postage	0.00	8.33	99.61	91.67	100.00
751 · Post Box Rental	0.00	18.33	226.00	201.67	220.00
755 · PCA Printing	0.00	8.33	0.00	91.67	100.00
765 · Promotion	0.00	0.00	678.27	0.00	0.00
770 · Reconciliation Discrepancies	0.00	0.00	0.00	0.00	0.00
775 · Rent	3,941.00	3,833.33	42,917.89	42,166.67	46,000.00
780 · Refunds	0.00	0.00	0.00	0.00	0.00
800 · Security	0.00	133.33	188.97	1,466.67	1,600.00
804 · Staff Development	0.00	20.83	0.00	229.17	250.00
805 · Storage	150.00	129.17	1,650.00	1,420.83	1,550.00
830 · Taxes	0.00	10.00	0.00	110.00	120.00
836 · Cable, Internet, Telephone	978.44	516.67	6,417.11	5,683.33	6,200.00
837 · Cell Phone	0.00	0.00	0.00	0.00	0.00
838 · Internet-City	256.66	240.55	2,983.50	2,646.05	2,886.60
880 · Utilities	472.41	341.67	6,337.69	3,758.33	4,100.00
885 · Volunteer Program	0.00	0.00	0.00	0.00	0.00
890 · Web Expenses	49.95	0.00	182.95	0.00	0.00
Total Expense	21,194.37	30,696.54	254,271.23	355,122.51	385,678.60
Net Ordinary Income	5,321.68	353.45	9,800.70	-13,572.50	-13,078.60
Other Income/Expense					
Other Income					
896 · Miscellaneous Income	0.00	0.00	0.00	0.00	0.00

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910 · Radio Income					
911 · Contributions - Unrestricted	0.00	250.00	200.00	2,750.00	3,000.00
912 · Radio Sponsorship	0.00	0.00	0.00	0.00	0.00
913 · Underwriting-Radio	0.00	0.00	0.00	0.00	0.00
914 · Grants-Radio	0.00	0.00	0.00	0.00	0.00
915 · Workshop Fees-Radio	0.00	0.00	0.00	0.00	0.00
916 · Production Services	0.00	0.00	0.00	0.00	0.00
917 · Radio Workshops	0.00	0.00	0.00	0.00	0.00
918 · Event Income	0.00	833.33	0.00	9,166.67	10,000.00
919 · Event Sponsorship	0.00	500.00	0.00	5,500.00	6,000.00
910 · Radio Income - Other	0.00	0.00	0.00	0.00	0.00
Total 910 · Radio Income	0.00	1,583.33	200.00	17,416.67	19,000.00
Total Other Income	0.00	1,583.33	200.00	17,416.67	19,000.00
Other Expense					
920 · Radio Expenses					
921 · Operational Expenses	0.00	0.00	0.00	0.00	0.00
922 · Outside Services - Radio	0.00	0.00	0.00	0.00	0.00
924 · Security/Alarm	377.94		1,322.79		
926 · License, Subscrp & Membrship	0.00	0.00	2,351.51	0.00	0.00
927 · Equipment Parts & Supplies	0.00	0.00	25.17	0.00	0.00
928 · Equipment Maintenance	0.00	0.00	0.00	0.00	0.00
929 · Production Supplies	0.00	0.00	0.00	0.00	0.00
930 · Training Materials	0.00	0.00	0.00	0.00	0.00
931 · Computer Software	0.00	0.00	0.00	0.00	0.00
934 · Studio Telephone	0.00	0.00	0.00	0.00	0.00
936 · Remote Access	30.00	0.00	330.00	0.00	0.00
937 · STL	249.00	41.67	1,494.00	458.33	500.00
938 · Streaming Services	184.50	135.00	1,660.50	1,485.00	1,620.00
939 · Automation Services	0.00	250.00	1,092.50	2,750.00	3,000.00
952 · Advertising	0.00	58.33	0.00	641.67	700.00
953 · Printing	0.00	0.00	0.00	0.00	0.00
954 · Fundraising Services	0.00	0.00	0.00	0.00	0.00
955 · Event Services	0.00	0.00	0.00	0.00	0.00
956 · Event Supplies	0.00	0.00	0.00	0.00	0.00
957 · Event Rentals	0.00	0.00	0.00	0.00	0.00
920 · Radio Expenses - Other	0.00	0.00	0.00	0.00	0.00
Total 920 · Radio Expenses	841.44	485.00	8,276.47	5,335.00	5,820.00
Total Other Expense	841.44	485.00	8,276.47	5,335.00	5,820.00
Net Other Income	-841.44	1,098.33	-8,076.47	12,081.67	13,180.00
Net Income	**4,480.24**	**1,451.78**	**1,724.23**	**-1,490.83**	**101.40**