

**AGENDA REGULAR MEETING
PASADENA COMMUNITY ACCESS CORPORATION
Tuesday, September 1, 2015
7:00 p.m. at 150 S. Los Robles, Suite 101**

BOARD OF DIRECTORS

Ann Marie Hickambottom (District 1)
Tom Majich, Treasurer (District 2)
Robert Oltman (District 3)
Howie Zechner (District 4)
Yuny Parada (District 5)
Tim Winter (District 6)
Hoyt Hilsman, Chair (District 7)
Gail Schaper-Gordon, Vice-Chair (Mayor's Representative)
William Boyer, Secretary (City Manager's Office Representative)
Beth Leyden (PUSD Representative)
Robert Miller (PCC Representative)

STAFF

Keri Stokstad, Executive Director

MISSION STATEMENT

The Pasadena Community Access Corporation is dedicated to the community access function of the Pasadena Telecommunications system and shall be operated exclusively for charitable, scientific, literary and educational purposes. In fulfilling these purposes, the corporation shall strive to achieve communication, facilitation, and development of media skills toward the ends of self-expression and community cohesion and improvement.

Item on the agenda may not be called in order listed.

Agendas and supporting documents are available on the Internet at
<http://www.pasadenamedia.org>

Materials related to an item on this Agenda submitted to Pasadena Media after distribution of agenda packet are available for public inspection in the Pasadena Media Administrative office at 150 S. Los Robles Avenue, Suite 450, Pasadena, during normal business hours.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact PCAC at (626) 794-8585. Notification 24 hours prior to the meeting will enable PCAC to make reasonable arrangements to assure accessibility to this meeting.

DISTRIBUTION:

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City Council
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City Attorney
City Clerk
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Neighborhood Connections
Los Angeles Times
Pasadena Star News
Pasadena Journal
Pasadena Weekly
Pasadena Now

**NOTICE OF REGULAR MEETING
PASADENA COMMUNITY ACCESS CORPORATION (PCAC)
BOARD OF DIRECTORS**

NOTICE IS HEREBY GIVEN that a regular meeting of the Pasadena Community Access Corporation (PCAC) Operating Company (dba Pasadena Media) is scheduled for **Tuesday, September 1, 2015**, starting at **7:00 p.m.**, at **Pasadena Community Access Corporation** located at **150 S. Los Robles Ave., Ste. 101, Pasadena, CA 91101**.

AGENDA

- INTRODUCTION OF NEW MEMBERS/CALL TO ORDER/ROLL CALL
- APPROVAL OF AUGUST 4, 2015 BOARD MEETING MINUTES
 - Motion to Approve
- PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA - Please limit comments to three minutes each.
- TREASURER REPORT: Tom Majich
- EXECUTIVE DIRECTOR REPORT: Keri Stokstad
- OLD BUSINESS
 - FY16 Budget Report – Accounts Finalized
 - Information Item
- NEW BUSINESS
 - 2015 ACM Conference Report
 - Information Item
- ANNOUNCEMENTS BY BOARD MEMBERS AND STAFF
- ADJOURNMENT

Hoyt Hilsman, Chair, PCAC Board of Directors

I HEREBY CERTIFY that this notice, in its entirety, was posted on both the Council Chambers Bulletin Board, Room 247, and the Information Kiosk (in the rotunda area), at City Hall, 100 N. Garfield Ave., Pasadena, CA, in Pasadena Community Access Corporation Suite 450 and 101, and a copy was distributed to the Central Library for posting on this 28th day of August, 2015.

Keri Stokstad, Executive Director, PCAC



PASADENA COMMUNITY ACCESS CORPORATION (PCAC)

MINUTES FOR THE REGULARLY SCHEDULED MEETING OF THE PCAC BOARD OF DIRECTORS, REGULAR MEETING, AUGUST 4, 2015

MEETING HELD AT PCAC, 150 S. LOS ROBLES AVE., SUITE 101, PASADENA, CALIFORNIA, 91101

NO CLOSED SESSION SCHEDULED OR HELD

NO SPECIAL SESSION SCHEDULED OR HELD

MINUTES FOR THE REGULAR AUGUST 4, 2015 MEETING PER POSTED AGENDA AS FOLLOWS

1. CALL TO ORDER/ROLL CALL/INTRO OF NEW BOARD MEMBERS

Board Chair/President Hoyt Hilsman called meeting to order at 7:03 p.m.

Roll Call of Board Members & Staff:

Ann Marie Hickambottom, District 1, present
Tom Majich, Treasurer, District 2, present
Robert Oltman, District 3, absent
Howie Zechner, District 4, present
Yuny Parada, District 5, present
Tim Winter, District 6, absent
Hoyt Hilsman, Chair/President, District 7, present
Gail Schaper-Gordon, Vice-Chair, Mayor's Representative, present
Beth Leyden, PUSD Representative, present
Dr. Robert Miller, PCC Representative, absent
William Boyer, Secretary, City of Pasadena, City Manager Representative
Keri Stokstad, PCAC Executive Director, Staff, present
Brad Fuller, City Attorney's Office, present

Chair Hilsman and board members welcomed new Board Member Hickambottom

2. APPROVAL OF July 7, 2015 minutes

Approved as presented and modified. Motion to approve by Zechner; second by Parada. Minutes approved

3. PUBLIC COMMENT ON MATTERS NOT ON AGENDA

No public comment received

4. TREASURER'S REPORT

As presented by Treasurer Majich. Informational item only. No action taken.

5. EXECUTIVE DIRECTOR'S REPORT

Informational item as presented by ED Stokstad. No action taken.

6. OLD BUSINESS

A) PCAC FY 16 Budget

Update provided as information only. No action taken.

7. ANNOUNCEMENTS BY BOARD MEMBERS AND STAFF

Chair Hilsman shared that a new PCC representatives should be in place by the October Board meeting.

Board member Zechner requested consideration by the Chair for future agenda item regarding PCAC emails.

8. FUTURE MEETING DATES

- Sept. 1, 2015, 7 p.m., PCAC, 150 S. Los Robles, Suite 101
- Oct. 6, 2015, 7 p.m., PCAC, 150 S. Los Robles, Suite 101
- Nov. 3, 2015, 7 p.m., PCAC, 150 S. Los Robles, Suite 101

9. ADJOURMENT

Treasurer Majich moved; Board member Zechner second. Meeting adjourned 7:23 p.m.

Pasadena Media
STATEMENT OF FINANCIAL POSITION
As of July 31, 2015

	TOTAL	
	AS OF JUL 31, 2015	AS OF JUN 30, 2015 (PP)
ASSETS		
Current Assets		
Bank Accounts		
A103 Petty Cash	200	200
A104 Bank of America Checking (1018)	330,866	184,510
A107 Bank of America Capital - Restricted (9451)	91,434	91,434
A108 A108 Bank of America Savings (0990)	100,029	100,022
A110 Paypal	474	0
A120 Pex Debit Card	2,684	258
Total Bank Accounts	\$525,686	\$376,425
Accounts Receivable		
A200 Accounts Receivable	101,392	119,042
Total Accounts Receivable	\$101,392	\$119,042
Other current assets		
A300 Prepaid Insurance	1,972	1,972
A350 Security Deposit	1,000	1,000
A370 Undeposited Funds	861	425
Total Other current assets	\$3,833	\$3,397
Total Current Assets	\$630,911	\$498,864
Fixed Assets		
A130 Furniture & Fixtures	200	0
A132 Production Equipment	257,973	257,805
A136 Accumulated Depreciation	-101,910	-101,910
Total Fixed Assets	\$156,263	\$155,895
TOTAL ASSETS	\$787,175	\$654,758
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
L100 Accounts Payable	1,632	2,009
Total Accounts Payable	\$1,632	\$2,009
Other Current Liabilities		
L210 Payroll Liabilities	30,352	24,389
L211 Other Payroll Liabilities	125	0
L212 Accrued Vacation	15,375	15,375
L212.1 Accrued Salaries & Wages	4,678	4,678
L220 Deferred Income	298,908	298,908
Total Other Current Liabilities	\$349,438	\$343,349
Total Current Liabilities	\$351,070	\$345,359

Total Liabilities	\$351,070	\$345,359
Equity		
Q300 Opening Bal Equity	-37,301	-37,301
Q310 Retained Earnings	346,701	346,701
Net Income	126,705	
Total Equity	\$436,105	\$309,400
TOTAL LIABILITIES AND EQUITY	\$787,175	\$654,758

Friday, Aug 28, 2015 05:57:07 PM PDT GMT-7 - Accrual Basis

DIRECTOR'S REPORT

- Respectfully submitted by Keri Stokstad

Executive Director – Pasadena Community Access Corporation

**The Pasadena Community Access Corporation Board of Directors Meeting
Tuesday, September 1, 2015 – 7:00pm**

ANNOUNCEMENTS – Community producer and volunteer extraordinaire Alan Klink passed away unexpectedly last week. Alan volunteered on many productions and was a very friendly face at the station. He will be missed. There is an online fundraiser to help cover expenses for his family: <https://www.gofundme.com/AlanKlinkFund>

KEY ACHIEVEMENTS:Audit

- FY14 Files prepared and delivered for Audit

Board

- Meeting with Hoyt Hilsman
- Meeting with Tom Majich and Mike Noll

Facility

- Facility decorating completed

Networking/Outreach

- ACM Conference was a big success (notes and emails attached) #alliancecm2015 #hometownawards
- Conference videos available online at archive.org and Pasadena Media's YouTube site
- Conference pictures online at <https://www.flickr.com/photos/allianceforcommunitymedia/collections/72157657559495802/>

Producer/Member Relations

- Weekly eblasts
<http://us2.campaign-archive2.com/?u=4b676bfd881baada1c38853b2&id=81a5f66a49&e=d3aaa97b16>

Production report attached

COO report attached

Member Services report attached

Melissa Serres posted this message on Basecamp.

Congratulations!

I hope you all had nice weekends following your very, successful conference last week. Thank you all for the work you did to support your members and also the staff team throughout planning and also on-site. The immediate feedback is that the participants feel very happy with their experience. I think you can all feel good about the work you've been doing for the organization this year. The positivity we saw from members last week was evidence that your work is paying off.

The attendee survey went out on Friday and the exhibitor and speaker surveys will go out either today or tomorrow. If you have specific questions you'd like us to include please do let me know. I will add the question about participation in 2016 to the exhibitor survey. I'll forward on the survey summaries once the response period closes.

Thanks again and congratulations on a great 2015 conference.

Melissa



Donna Liu posted a comment about this message on Basecamp.

Re: Congratulations!

Thanks to you and your team, Melissa, for running the BEST ACM conference I've had the privilege to attend since I joined the organization. Great work!



Barbara Chisholm posted a comment about this message on Basecamp.

Re: Congratulations!

I totally agree. It was the best, most professionally run ACM conference that I can remember. Great Work Melissa, Michelle, Jackie and of course Mike.



Jon Funfar

THANK YOU, Melissa, Mike, Michelle, and Jackie! Great job.

FYI: Here are my pictures from the conference; between Keri's photographer and these you should be able to use a few.

[Posted on Aug 18](#) – [Edit](#) or [Delete](#)



Alan Bushong

The look on people's faces said it all. Yes, great job by staff and by Keri's organization!

[Posted on Aug 18](#) – [Edit](#) or [Delete](#)



Jim Horwood

I agree with Donna, Barbara and Alan. I have been to over 30 ACM/NFLCP national conferences and, while I find it hard to say which was the best (although this was right up there near the top), I have no difficulty in saying it was the best-run and most professionally-run of all of them. Kudos to Melissa, Michelle, and Jackie and to Keri and her wonderful staff in Pasadena.

[Posted on Aug 18](#) – [Edit](#) or [Delete](#)



Keith Thibault

After a few days one can often look back at an event and find things to pick over. After three days, I can't come up with any that were not covered during our wrap-up meeting.

Kudos to all!



Keri Stokstad <keri@pasadenamedia.org>

Thank You!

1 message

Melissa Serres <mserres@allcommunitymedia.org>
To: Keri Stokstad <keri@pasadenamedia.org>

Wed, Aug 19, 2015 at 2:19 PM

Hi Keri,

Thank you for all of the work you put in for this year's ACM conference. It was so great to visit your city and the hospitality provided by you and the rest of the Pasadena Media team was AMAZING and so appreciated! The ACM membership has been extremely lucky to have you in a leadership role for the organization over these past years. Thank you also for your leadership with the conference planning committee and for the work done to coordinate and produce the Hometown Media Awards Celebration. The venue was perfect and the show (despite a few moderator hiccups☺) was excellently produced.

Please do thank your team from the ACM staff for all of their work streaming the sessions/events. I know it was a tiring role with little recognition but it was so appreciated and was a beneficial addition to the conference.

I hope you and Debby had a fun weekend!

Warmly,

Melissa

Melissa Serres

Assistant Director

Alliance for Community Media

Foundation of the Alliance for Community Media

4248 Park Glen Road

Minneapolis, MN 55416

952-928-4643

www.allcommunitymedia.org



Keri Stokstad <keri@pasadenamedia.org>

Thank You

1 message

Dan Coughlin <dancoughlin@mnn.org>

Wed, Aug 26, 2015 at 1:36 PM

To: Keri Stokstad <keri@pasadenamedia.org>

Cc: van@freetv.org, Mike Wassenaar <mwassenaar@allcommunitymedia.org>

Dear Keri,

Just a quick shout out to you and your team for the wonderful hospitality and your amazing organizational acumen in hosting the ACM conference. Wow!! The entire MNN team was so impressed by Pasadena Media and by everything that you did to ensure that we all had a seamless and productive conference. A big THANK YOU!! I know how hard it is to pull something like that off. And with such grace and ease! I never saw one bead of sweat :) Much appreciation from your MNN colleagues.

Again, thanks and congrats for successfully hosting a ACM super conference!!

All best,

Dan

—

Dan Coughlin
President & CEO
Manhattan Neighborhood Network
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Thank you.

Pasadena Media Production Report August 2015

Studio Productions:

8/1: Culture, Talent & Arte- Producer: Francisco Mayorga
8/1: Yeshua Ministries- Producer: Denise Maiden
8/2: Quality Sketch- Producer: Jarred Hodgdon
8/4: The People's View- Producer: Macheo Shabaka
8/5: Cheaply Capture- Producer: Landi Maduro
8/7: Monologue- Producer: Donald Briggs
8/8: The READ- Producer: Carmen K.
8/8: WOW- Producer: Malika Hendry
8/9: Late Night with Sunshine- Producer: Sunshine Burston
8/18: Is It Reasonable- Producer: Walter Brown
8/18: Sure Truth- Producer: Alice Muhammad
8/19: Coming Out/Melanchomedy- Producer: Katrina Langford
8/19: Variety Talk- Producer: Linda Leak
8/20: Abundant Harvest- Producer: Anthony McFarland
8/20: Conner Bubble- Producer: Joe Conner
8/20: Thursday Night Live
8/21: It's All About Me TV!- Producer: Rodney Brown
8/22: In the Kitchen- Producer: Barbara Shay
8/22: The Nowman Show- Producer: Dan Niswander
8/23: How To With Eric- Producer: Eric Bailey
8/25: Melanchomedy- Producer: Katrina Langford
8/26: Our Society- Producer: Allen Shay
8/27: Choices- Producer: Marion Cathcart
8/27: Sounds Within- Producer: L.V.Smith
8/28: Inspire- Producer: Dr. Kathy Louis-Sanders
8/29: Eddie's Gospel Hour- Producer: Eddie Fulton
8/29: Anybody Can Play Guitar- Producer: James Jones Jr.
8/30: Focus with Tyrone Capers- Producer: Tyrone Capers

28 Productions Recorded in Studio

KPAS/City/Outside Productions:

8/4: Pasadena Senior Center Concerts in the Park(Audio)
8/9: ScareLA
8/11: Pasadena Senior Center Concerts in the Park (Audio)
8/11: Design Commission Meeting (Audio)

8/12: Planning Commission Meeting (Audio)
8/12: Alliance for Community Meeting Opening Plenary Session
8/13: Alliance for Community Media Membership Meeting
8/13: Hometown Media awards 2015
8/14: Alliance for Community Media Luncheon and Closing
8/17: Pasadena City Council Meeting
8/18: Pasadena Senior Center Concerts in the Park (Audio)
8/18: Altadena Town Council Meeting
8/19: Board of Zoning Appeals Meeting (Audio)
8/20: City Manager's State of the City (Audio)
8/22: Fire Station 33 Open House
8/22: Midsummer Night Concert with Nat Nehdar
8/25: Pasadena Senior Center Concerts in the Park (Audio)
8/25: Design Commission Meeting (Audio)
8/31: Pasadena City Council Meeting

19 City/KPAS Productions Covered

Operations Report

Prepared by Chris Miller – August 2015

Notable Operations Projects and Their Statuses Conducted During August

- Alliance For Community Media Conference: Overwhelmingly Successful
- TriCaster Mini Issues: Ongoing
- City Council Chamber Meeting Management Issues: Ongoing with DoIT Taking the Lead
- Arroyo Channel Audio Failure: Solved
- Air Conditioning Strain: Maintenance Performed Early

1. Alliance For Community Media Conference: Overwhelmingly Successful - By most accounts, our hosting of the national ACM conference was the best in recent memory. We received glowing compliments from many of the 400 attendees, speakers and organizers. When an ACM staff member or presenter needed something, one of our staff or volunteers was readily available to assist. This helped create a relatively problem-free conference. Our staff conducted dozens of tours of our facility with groups of people from other access centers from around the country. While this is something that happens at most ACM conferences, this is the first time that all attendees had easy access to a tour since transportation was not an issue. As a result, our facility is now likely the most recognizable in the industry. Thanks to our crew and volunteers, we were the first ACM conference hosts to stream all of the general sessions. These videos were not only seen live by those that could not attend, but were also quickly made available so that any station could air them on their local channels. We also hosted the annual Hometown Awards at the Civic Auditorium, which was easily the best I have seen. It was available live on the Arroyo Channel, but was our one streaming failure during the conference...

2. TriCaster Mini Issues: Ongoing - Several issues that we encountered during the conference, most prominently with the lack of streaming audio during the live Hometown Awards ceremony (audio on our channels was unaffected), revealed several glitches and instability in our portable switching computer. While we managed to work around issues for each of the general sessions, these issues were not acceptable for continued use. After a system restore and reinstallation of their new software edition, only a hardware issue is left. This will be rectified with a trip back to the factory.

3. City Council Chamber Meeting Management Issues: Ongoing with DoIT Taking the Lead - Much like the July 27 council meeting, issues with the meeting management equipment on August 17 resulted in a restroom audio feed failure. DoIT is working with a vendor to diagnose and repair. The RFP for a replacement system will go out in the next week and the system will be installed at the end of the year. We also had a streaming issue caused by Granicus' off-site servers that prevented viewing the city website stream. This was rectified the next day. The pasadenamedia.org KPAS stream was unaffected.

4. Arroyo Channel Audio Failure: Solved - An audio spike in one of our programs that aired on August 25th caused Charter's equipment to mute our audio in order to maintain their system's integrity. Upon notification of the issue, Charter technicians reset their gear to restore audio and helped us adjust our gear to ensure that it won't happen again. AT&T and streams were unaffected.

5. Air Conditioning Strain: Maintenance Performed Early - The warm weather and added humidity has created extra strain on our air units for the studio and condensation-related ceiling tile destruction. We bumped up our next preventative maintenance to August 27 in response.



PASADENA MEDIA

Member Services Report for the month of August 2015

Channel Programming Reporting:

The Arroyo Channel 744 - Hrs. of Programming

New Producer	Returning Producer	New Series	New Local Episodes	New Local Bicycled Episodes	New Regional Episodes (LA County)
2	1	20	44	13	4
New National Episodes	LIVE Show				
0	0				

Media Training Courses:

We provide the most accessible, valuable training and services to the residents of Pasadena is an established and continual goal of Pasadena Media. The Community Television & Digital Production training courses provides real hands-on experience along with an overview of studio production techniques, theory and community access guidelines.

Orientation	12
Producing - Session 1	4
Producing - Session 2	4
Studio Camera	11
Floor Manager	11
Director	8
Lighting	0
Audio	6
Character Generation	0
Field Production	0
Editing Session A	7
Editing Session B	9

Trained Pasadena Media Listed Volunteers: 38

Pasadena Media Website Analytics

Pasadena Media Social Network members:

180 members

Total Visitors	Device Usage		Peak Visitors: Aug 18
1206	Computer 85%	Mobile & Tablet 15%	79

Social Media Marketing:



1249 Followers



682 Likes



258 Followers



Scale 1 to 100 - Klout is a tool that measures social influence across the internet. Higher the Klout score, the higher the social influence.

Score 53.99 - 56% of our influence is from: Instagram

90-Day Score History - Last Updated August 26

90-day High Score: 53.99 90-day Low Score: 43.57

Pasadena Media Networking Group (Meetup.com):

85 Media Enthusiasts

Special Events:

ACM Pasadena Media Tours

Pasadena Media
BUDGET VS. ACTUALS: BOARD REPORT - FY16 P&L
 July 2015 - June 2016

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
I531 City of Pasadena Agreement	240,000.00	960,000.00	-720,000.00	25.00 %
I543 Production Services	6,803.58	38,000.00	-31,196.42	17.90 %
I539 Program Services	1,538.60	7,500.00	-5,961.40	20.51 %
I515 Contributions Income	28.00	2,500.00	-2,472.00	1.12 %
I547.1 Equipment Auction	4,130.76	1,000.00	3,130.76	413.08 %
Total Income	\$252,500.94	\$1,009,000.00	\$ -756,499.06	25.02 %
Gross Profit	\$252,500.94	\$1,009,000.00	\$ -756,499.06	25.02 %
Expenses				
E800.1 General Expenses	163,732.65	713,112.00	-549,379.35	22.96 %
E865.2 Occupancy	34,392.97	222,888.00	-188,495.03	15.43 %
E860 Administrative Expenses	2,432.08	43,800.00	-41,367.92	5.55 %
E858 Production Expense	139.23	17,000.00	-16,860.77	0.82 %
E819 Fundraising Expense	469.03	12,200.00	-11,730.97	3.84 %
E999.9 Property Tax	3,749.98		3,749.98	
Total Expenses	\$204,915.94	\$1,009,000.00	\$ -804,084.06	20.31 %
Net Operating Income	\$47,585.00	\$0.00	\$47,585.00	0.00%
Other Income				
I999 PEG Capital Income Recognized		30,000.00	-30,000.00	
Total Other Income	\$0.00	\$30,000.00	\$ -30,000.00	0.00%
Other Expenses				
E904 PEG Capital Equipment Expense	-138.51	30,000.00	-30,138.51	-0.46 %
Total Other Expenses	\$ -138.51	\$30,000.00	\$ -30,138.51	-0.46 %
Net Other Income	\$138.51	\$0.00	\$138.51	0.00%
Net Income	\$47,723.51	\$0.00	\$47,723.51	0.00%

Tuesday, Sep 01, 2015 06:40:32 PM PDT GMT-7 - Accrual Basis

Pasadena Media

BUDGET FY16

July 2015 - June 2016

	TOTAL
Income	
I531 City of Pasadena Agreement	960,000.00
I543 Production Services	
I543.1 Pro Services	19,500.00
I510 Altadena Contract	18,000.00
I524 Dubbing	500.00
Total I543 Production Services	38,000.00
I539 Program Services	
I538 Training & Membership	6,500.00
I535 Interest Income	1,000.00
Total I539 Program Services	7,500.00
I515 Contributions Income	
I517 Unrestricted	2,500.00
Total I515 Contributions Income	2,500.00
I547.1 Equipment Auction	1,000.00
Total Income	\$1,009,000.00
Gross Profit	\$1,009,000.00
Expenses	
E800.1 General Expenses	
E850.1 Cost of Labor	
E852 Gross Salaries	
E852.1 Wages	544,182.00
Total E852 Gross Salaries	544,182.00
E851 Employee Benefits	
E851.2 Health Benefits	76,930.00
Total E851 Employee Benefits	76,930.00
E854 Payroll Taxes	
E854.1 Taxes	53,000.00
E850 Payroll Expense	
E838 Workman's Compensation	10,000.00
E861 Payroll Fee - Online	500.00
Total E850 Payroll Expense	10,500.00
Total E854 Payroll Taxes	63,500.00
E820 Freelance Contract	5,000.00
Total E850.1 Cost of Labor	689,612.00
E872 Office Supplies	14,000.00
E837 Liability Insurance - SLIP	3,000.00
E878 Professional Development	3,000.00
E804 Automobile Expense	1,500.00
E807 Bank Service Charges	500.00
E815 Dues and Subscriptions	500.00

E842 Licenses, Permits & Other Tax	500.00
E874 Board Materials	500.00
Total E800.1 General Expenses	713,112.00
E865.2 Occupancy	
E865 Rent - Lease	179,256.00
E877 Cable Drop Fees/Cable TV/Business Fiber	18,432.00
E803 Parking Fees	15,000.00
E835 Commercial Insurance - SPIP	9,000.00
E886 Security System	1,200.00
Total E865.2 Occupancy	222,888.00
E860 Administrative Expenses	
E863.1 City Legal Fees	20,000.00
E863 Legal Reimbursement	8,000.00
E822.1 Accountant	6,800.00
E822.2 City Audit Fees	5,000.00
E876 Internet	3,000.00
E876.1 Telephone	1,000.00
Total E860 Administrative Expenses	43,800.00
E858 Production Expense	
E870 Production Supplies	10,000.00
E869 Production Equipment Repairs	5,000.00
E873 Production Supplies Expendibles	2,000.00
Total E858 Production Expense	17,000.00
E819 Fundraising Expense	
E880 Travel & Lodging	
E883 Travel	4,000.00
E882 Mileage	1,000.00
E884 Travel related	500.00
Total E880 Travel & Lodging	5,500.00
E801 Advertising / Promotional	5,000.00
E816 Entertainment & Meals	1,700.00
Total E819 Fundraising Expense	12,200.00
Total Expenses	\$1,009,000.00
Net Operating Income	\$0.00
Other Income	
1999 PEG Capital Income Recognized	30,000.00
Total Other Income	\$30,000.00
Other Expenses	
E904 PEG Capital Equipment Expense	30,000.00
Total Other Expenses	\$30,000.00
Net Other Income	\$0.00
Net Income	\$0.00

Accrual Basis

Pasadena Media

BUDGET FY16

July 2015 - June 2016

	TOTAL
Income	
I531 City of Pasadena Agreement	960,000.00
I543 Production Services	38,000.00
I539 Program Services	7,500.00
I515 Contributions Income	2,500.00
I547.1 Equipment Auction	1,000.00
Total Income	<u>\$1,009,000.00</u>
Gross Profit	<u>\$1,009,000.00</u>
Expenses	
E800.1 General Expenses	713,112.00
E865.2 Occupancy	222,888.00
E860 Administrative Expenses	43,800.00
E858 Production Expense	17,000.00
E819 Fundraising Expense	12,200.00
Total Expenses	<u>\$1,009,000.00</u>
Net Operating Income	<u>\$0.00</u>
Other Income	
I999 PEG Capital Income Recognized	30,000.00
Total Other Income	<u>\$30,000.00</u>
Other Expenses	
E904 PEG Capital Equipment Expense	30,000.00
Total Other Expenses	<u>\$30,000.00</u>
Net Other Income	<u>\$0.00</u>
Net Income	<u><u>\$0.00</u></u>

Accrual Basis