



AGENDA

BOARD OF DIRECTORS
Finance Committee Meeting
January 20, 2026
4:00 P.M.
Zoom Video Conference

****PLEASE NOTE****: Due to concerns regarding the current COVID-19/Novel Coronavirus outbreak, this CTV Finance Committee meeting will be held virtually using the Zoom online platform. To participate, please download the zoom app and join the meeting at:

<https://us06web.zoom.us/j/2017133083>

1. Attendance

(Chair) Joe Hall, Tom Manheim, Guy Lasnier

2. Oral Communications

Any person may address the Committee during its Oral Communications period. All Oral Communications must be directed to an item not listed on today's Consent or Regular Agenda, and must be within the jurisdiction of the Committee.

3. Consideration of Late Additions to the Agenda; additions and deletions to the Regular Agenda.

REGULAR AGENDA

4. Consider Approval of November 20, 2025 Meeting Minutes *

5. Consider Approval of November 2025 Financial Reports *

6. Consider Approval of December 2025 Financial Reports *

7. Status of Reconciliation Process

8. Update on Schwab Account

9. Approve Mid Year Budget Adjustments *

10. Financial Update

11. Adjournment.

Any person may address the Board Committee during its Public Comment period. Each presentation will be limited to three minutes and individuals may speak only once during Public Comment. A maximum of five minutes will be set aside for this period at this meeting. If the period runs beyond five minutes, the Board may, at its discretion, allow time at the end of the meeting for additional public comment. All comments must be directed to an item NOT listed on today's agenda and must be within the subject matter jurisdiction of the Board. Preference will be given to individuals who did not speak at the previous Board meeting. All speakers must address the entire Board and will not be permitted to engage in dialogue. Speakers are requested to sign the sheet designated for that purpose so that their names may accurately be reflected in the minutes of the meeting. Regular Agenda Items: Members of the public may speak on any item on the agenda. Each presentation will be limited to three minutes. The maximum time devoted to public input on any item will be determined by the Chair.

*** Material Included in Packet**



325 Soquel Avenue
Santa Cruz, CA 95060

**BOARD OF DIRECTORS
Finance Committee Meeting
November 20, 2025**

**5:00 PM
Zoom Video Conference**

MINUTES

The public notice of the meeting provided the Zoom login information for the meeting if any public member wished to attend or comment. All meeting votes were taken verbally on a roll call except for adjournment.

1. Attendance (All attendees participated virtually, and roll was taken verbally.)

Present: Joe Hall (Chair), Keith Gudger, Guy Lasnier, Tom Manheim

Absent: None

Staff: Becca King Reed, Mel Sweet

2. Oral Communications

Any person may address the Committee during its Oral Communications period. All Oral Communications must be directed to an item not listed on today's Consent or Regular Agenda and must be within the jurisdiction of the Committee.

There were no public comments.

3. Consideration of Late Additions to the Agenda; additions and deletions to the Regular Agenda.

There were no late additions or deletions to the Regular Agenda.

REGULAR AGENDA

4. Consider Approval of the Minutes of the October 23, 2025 Meeting

Joe Hall opened the discussion and asked if there were any corrections or comments. There were no comments or corrections. It was then moved by Tom Manheim and seconded by Guy Lasnier that the minutes of the October 23, 2025, meeting be approved. The motion was approved on a voice call vote of 4-0.

5. Consider Approval of the October 2025 Financial Report

Joe Hall opened the discussion and asked Becca King Reed if she could provide her comments on the October 2025 Financial Report.

Becca King Reed then highlighted that the Operating Revenues in October were 31% and slightly below the budget projections but this was slightly offset by lower Operating Expenses which were 28% of the budget projection. Part of the revenue shortfall was due to the loss of San Lorenzo Valley Water District as one of the meeting broadcast customers. Becca King Reed also mentioned that Budget Item 7010 Contract Services was over budget due to costs associated with the integration of new technology to allow for the independent operation of the CTV.

Joe Hall asked about whether revenue projected in Budget Item 4185 Misc. Income would meet the budget projection. After a discussion of this matter Becca King Reed stated she would provide the Schwab monthly statement to the Committee at its January meeting.

Tom Manheim then shared his spreadsheet which tracks revenues in Budget Item 4120 Facility and Equipment Use. The spreadsheet showed that revenue from the workspaces, as of the October Report, was 10% more than projected in the FY 2025-2026 budget.

There was then a brief discussion of several other items which was deferred for further discussion to the Item 6 Financial Update.

It was then moved by Guy Lasnier and seconded by Keith Gudger that the Committee recommend to the Board approval of the October 2025 Financial Report. The motion passed on a roll call vote of 4-0.

6. Financial Update

Becca King Reed gave an update on a number of items. First, she discussed the possibility of a budget amendment which would transfer the funds in Budget Item 7060 Equipment Grant Program to another budget item under Budget Item 5200 Equipment or other Capital Budget Item. Becca King Reed stated this suggestion was to help fund various equipment purchases to facilitate the independent operation of CTV and to correct various problems they have found in the newer dedicated workspaces in the rear of the building.

Tom Manheim stated in the past the County use to provide their funding with a specific allocation for Budget Item 7060 Equipment Grant Program and wondered if utilizing the funds in the Equipment Grant Program might not be consistent with the annual County funding. Becca King Reed said in a past year she had an email from the County of Santa Cruz in which they discontinued the requirement for separate funding of Budget Item 7060 Equipment Grant Program and included that funding in the total annual funding received from the County funding. Tom Manheim also asked at present how the County funding was received and was told by Becca King Reed it was received in four quarterly payments of \$150,000. Becca King Reed further mentioned that at this point there has not been a great demand for grants through Budget Item 7060 Equipment Grant Program.

Following further discussion, it was agreed that a budget adjustment would be prepared for the Committee and Board January meetings to reflect the transfer of these funds within Budget Item 5200 Equipment or other Capital Budget Items.

Second, Becca King Reed discussed the need for an additional part time staff member to supplement the work with the existing staff. It was pointed that with the small staff of CTV when there is an absence or other unforeseen circumstance it is difficult to accommodate this change. Becca King Reed provided several examples. She was initially suggesting a parttime time staff addition with perhaps 10-15 hours. Funding for this new position would

be from the CTV Reserve Fund.

The Committee discussed this in detail in terms of the need for additional staff assistance following the independent operation of CTV and other circumstance. Following this discussion Tom Manheim, Guy Lanier and Joe Hall expressed support for the additional staff assistance and suggested that the position be half time. Keith Gudger expressed reservation as to the creation of the part time staff position.

Becca King Reed stated she would prepare a budget adjustment for the January Committee and Board meetings to reflect the funding and creation of a half time staff position.

7. Adjournment

A motion was made by Guy Lanier to adjourn the meeting. The motion passed unanimously on a voice vote.

Community Television of Santa Cruz County
Capital Profit Loss Budget Performance
November
2025

	Approved Budget 2025-26	October 2025	November 2025	November Year to Date	% of Annual Budget	Amount Remaining
4000 · CAPITAL REVENUE						
4100 · County PEG Fees	600,000.00	0.00	0.00	150,000.00	25%	450,000.00
TOTAL INCOME	600,000.00	0.00	0.00	150,000.00	25%	450,000.00
5000 · CAPITAL EXPENDITURES						
5100 · Facility						
7400 · Facility Lease	342,948.00	30,496.00	30,227.75	143,407.63	42%	199,540.37
6701 · Facility/Equip. Insurance	14,214.00	1,348.25	1,348.25	6,741.25	47%	7,472.75
7058 · Leasehold Improvements/Capital	10,000.00	0.00	0.00	0.00	0%	10,000.00
7300 · Facilities & Equipment Rental	1,000.00	0.00	0.00	0.00	0%	1,000.00
Total 5100 · Facility	368,162.00	31,844.25	31,576.00	150,148.88	41%	218,013.12
5200 · Equipment						
7215 · Copy Machine Lease	3,936.00	334.90	316.49	1,581.51	40%	2,354.49
7051 · Equipment Repair	1,000.00	0.00	0.00	0.00	0%	1,000.00
7056 · Equipment - Depreciated	16,235.00	28,245.49	0.00	31,943.80	197%	(15,708.80)
7057 · Equipment - Non Depreciated	23,533.00	116.22	240.42	1,047.65	4%	22,485.35
7060 · Equipment Grant Program	100,000.00	0.00	0.00	0.00	0%	100,000.00
7061 · Equipment Leases	0.00	0.00	0.00	0.00	0%	0.00
7062 · Software as a Service	15,000.00	2,228.82	2,041.86	12,166.45	81%	2,833.55
7640 · Licenses/Fees/Misc. Taxes	0.00	0.00	0.00	13,817.32	0%	(13,817.32)
7700 · Telephone/Telecommunications/Internet	24,000.00	2,088.85	2,088.85	10,444.25	44%	13,555.75
Total 5200 · Equipment	183,704.00	33,014.28	4,687.62	71,000.98	39%	112,703.02
Capital Maintenance & Repair						
7063 · Building Maintenance	7346.00	776.89	640.20	3,593.87	49%	3,752.13
7064 · Equipment Maintenance	14856.00	1238.03	1238.03	6,142.54	41%	8,713.46
7065 · Equipment Repair	25932.00	2110.44	2089.12	10,588.10	41%	15,343.90
Total Capital Maintenance & Repair	48134.00	4125.36	3967.35	20,324.51	42%	27,809.49
5300 · Media Licensing						
7059 · Music Library	0.00	0.00	0.00	0.00	0%	0.00
Total 5300 · Media Licensing	0.00	0.00	0.00	0.00	0%	0.00
Total 5000 · CAPITAL EXPENDITURES	600,000.00	68,983.89	40,230.97	241,474.37	40%	358,525.63
	0.00	(68,983.89)	(40,230.97)	(91,474.37)		

Community Television of Santa Cruz County
Operating Profit Loss Budget Performance
November
2025

	Approved Budget 2025-26	October 2025	November 2025	November Year to Date	% of Annual Budget	Amount Remaining
4300 · OPERATING REVENUE						
4101 · County BOS Meetings	23,143.00	2,669.25	2,499.00	13,647.00	59%	9,496.00
4103 · City of Capitola Gov. Meetings	17,159.25	2,080.50	2,465.75	8,488.25	49%	8,671.00
4104 · SCMTD Meetings	3,511.50	360.25	393.00	1,573.25	45%	1,938.25
4106 · City of Santa Cruz Gov. Mtg.	20,255.62	1,920.00	1,200.00	8,800.00	43%	11,455.62
4108 · SCCRTC Meetings	5,419.87	811.00	614.50	1,884.00	35%	3,535.87
4109 · SCWD Meetings	6,259.50	390.00	858.00	2,964.00	47%	3,295.50
4110 · Memberships	0.00	0.00	75.00	75.00	0%	(75.00)
4120 · Facility & Equipment Use	112,688.13	9,732.13	10,073.30	51,544.10	46%	61,144.03
4121 · SLVWD Meetings	13,309.12	0.00	0.00	1,919.50	14%	11,389.62
4122 · PVUSD	20,668.00	1,073.00	1,523.75	6,646.00	32%	14,022.00
4130 · Classes	0.00	0.00	0.00	0.00	0%	0.00
4165 · Donations	0.00	0.00	0.00	0.00	0%	0.00
4180 · Interest Earned	10,549.02	735.72	676.65	3,823.03	36%	6,725.99
4185 · Misc. Income	50,241.48	78.00	0.00	3,684.00	7%	46,557.48
4190 · Gain/ Loss on Sale of Assets	0.00	916.21	(94.93)	1,357.55	0%	(1,357.55)
4196 · Unrealized Gain/ (Loss)	0.00	0.00	0.00	0.00	0%	0.00
4200 · Production Services	3,000.00	210.00	0.00	280.00	9%	2,720.00
4250 · Closed Captioning	24,920.75	2,737.50	1,800.00	12,937.50	52%	11,983.25
4260 · Equipment Lease	4,410.00	367.49	367.49	1,628.11	37%	2,781.89
Total 4300 · OPERATING REVENUE	315,535.24	24,081.05	22,451.51	121,251.29	38%	194,283.95
TOTAL INCOME	315,535.24	24,081.05	22,451.51	121,251.29	38%	194,283.95
6000 · OPERATING EXPENSES						
6100 · Advertising	7,000.00	172.00	520.12	752.12	11%	6,247.88
6300 · Bank Charges	3,434.86	291.17	276.06	1,320.79	38%	2,114.07
6350 · Interest Expense	0.00	0.00	0.00	0.00	0%	0.00
6600 · Dues & Subscriptions	942.99	0.00	0.00	690.00	73%	252.99
7100 · Office Supplies	200.00	0.00	15.35	79.02	40%	120.98
7105 · Production Expenses	100.00	0.00	0.00	0.00	0%	100.00
7200 · Postage/ Freight	549.00	11.90	71.20	441.58	80%	107.42
7205 · Printing	100.00	0.00	0.00	38.39	38%	61.61
7401 · Facility Supplies	3,818.08	500.42	292.43	1,705.12	45%	2,112.96
7640 · Licenses / Fees / Misc. Taxes	100.00	0.00	0.00	94.22	94%	5.78
7700 · Telephone / Telecommunications / Internet	3,990.99	486.02	486.02	2,280.10	57%	1,710.89
Total 6000 - Operating Expenses	20,235.92	1,461.51	1,661.18	7,401.34	37%	12,834.58
6800 · Contracted Services						
6900 · Contract Services-Audit Services	1,500.00	0.00	0.00	1,475.00	98%	25.00
7001 · Contract Services-Production Support	0.00	0.00	0.00	0.00	0%	0.00
7007 · Contract Services-CMAP	0.00	0.00	0.00	0.00	0%	0.00
7010 · Contract Services-Consulting	958.98	1,430.00	2,535.00	4,590.00	479%	(3,631.02)
7110 · Contract Services-Legal	3,500.00	0.00	722.50	722.50	21%	2,777.50
7910 · Contract Services-Equipment Technicians	1,000.00	0.00	0.00	0.00	0%	1,000.00
7920 · Contract Services-Captioning	9,013.32	857.62	1,418.41	5,458.02	61%	3,555.30
Total 6800 · Contracted Services	15,972.30	2,287.62	4,675.91	12,245.52	77%	3,726.78

Community Television of Santa Cruz County
Operating Profit Loss Budget Performance
November
2025

	Approved Budget 2025-26	October 2025	November 2025	November Year to Date	% of Annual Budget	Amount Remaining
7000 · Staff Development & Fundraising						
7405 · Training / conferences	500.00	129.00	150.00	279.00	56%	221.00
7800 · Travel / Meals	500.00	0.00	0.00	0.00	0%	500.00
8600 · Special Events Expense	500.00	0.00	0.00	0.00	0%	500.00
Total 7000 · Staff Development & Fundraising	1,500.00	129.00	150.00	279.00	19%	1,221.00
7500 · Operating Salaries & Benefits						
7525 · Salaries - Executive Director	94,524.00	7,573.94	7,573.94	37,869.70	40%	56,654.30
7530 · Salaries - Coworking Community Coordinator	31,945.00	3,107.57	2,560.80	14,375.48	45%	17,569.52
7535 · Salaries - Accountant	11,932.00	867.83	782.56	4,482.80	38%	7,449.20
7542 · Salaries - Media Services Coordinator	59,426.00	4,952.13	4,952.13	24,570.18	41%	34,855.82
7585 · Salaries - Government Technicians	20,800.00	1,558.02	1,755.20	7,240.45	35%	13,559.55
7589 · Salaries - Extra Help Trainers, Technicians	583.02	579.48	293.00	2,364.78	406%	(1,781.76)
7621 · Payroll Taxes	27,743.00	1,769.95	1,690.85	8,747.84	32%	18,995.16
7635 · Workers Comp	2,396.00	246.58	246.58	1,423.90	59%	972.10
7630 · Health / Dental / Vision	23,478.00	1,974.03	1,570.53	9,009.45	38%	14,468.55
7632 · Severance / Vacation Payouts	5,000.00	0.00	0.00	0.00	0%	5,000.00
Total 7500 · Operating Salaries & Benefits	277,827.02	22,629.53	21,425.59	110,084.58	40%	167,742.44
TOTAL EXPENSES	315,535.24	26,507.66	27,912.68	130,010.44	41%	185,524.80
NET INCOME/LOSS	0.00	(2,426.61)	(5,461.17)	(8,759.15)	-7.2%	

Statement of Financial Position

Community Television of Santa Cruz County

As of November 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
Assets	
Current Assets	
Bank Accounts	
1021 Petty Cash Fund	56.74
1070 Bank of America	116,335.91
1075 Checking - Santa Cruz County Bank	9,139.82
1080 Savings - Santa Cruz County Bank	0.00
1081 CDAR 1025929272	0.00
1082 CDAR 1025929809	0.00
1083 ICS Santa Cruz County Bank	272,338.87
1084 CDAR 1026064054	0.00
1085 CDAR 1026064062	0.00
1086 Schwab	1,469,627.72
PayPal Bank	0.00
Total for Bank Accounts	\$1,867,499.06
Accounts Receivable	
1114 Temp A/R	0.00
1115 Accounts Receivable	38,730.53
1116 Grants Receivable	0.00
Total for Accounts Receivable	\$38,730.53
Other Current Assets	
1117 A/R - Temp. Restricted	0.00
1125 County Reserve Acct. Restricted	0.00
1200 Prepaid Insurance	
1201 Health	0.00
1202 Accident	175.00
1203 Crime Coverage	0.00
1206 Workers Comp Deposit	340.76
1209 Liability / D&O (SLIP)	0.00
1210 Property Liability (SPIP)	5,986.03
Total for 1200 Prepaid Insurance	\$6,501.79
1260 Prepaid Expenses	58,407.72
1300 PFG Common Stock	4,931.00
1400 Undeposited Funds	0.00
QuickBooks Tax Holding Account	67.13
Repayment	
Health Insurance	0.00
Total for Repayment	\$0.00
Total for Other Current Assets	\$69,907.64
Total for Current Assets	\$1,976,137.23

Statement of Financial Position
Community Television of Santa Cruz County
As of November 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
Fixed Assets	
1600 Production Equipment	\$1,442,521.30
1700 Accum Depr-Production Equipment	-1,255,645.99
Total for 1600 Production Equipment	\$186,875.31
1602 Board of Supervisors Equipment	0.00
1620 Office Furniture/Equipment	\$125,536.41
1720 Accum Depr-Furniture/Equipment	-122,570.32
Total for 1620 Office Furniture/Equipment	\$2,966.09
1625 Leasehold Improvement	\$229,793.23
1725 Accum Depr-Leasehold Improv.	-176,518.67
Total for 1625 Leasehold Improvement	\$53,274.56
1670 Broadcasting Equipment	28,933.89
Total for Fixed Assets	\$272,049.85
Total for Assets	\$2,248,187.08
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 Accounts Payable	27,423.18
Total for Accounts Payable	\$27,423.18
Credit Cards	
2120 American Express	4,243.25
Total for Credit Cards	\$4,243.25
Other Current Liabilities	
2110 Sales Tax Payable	0.71
2111 Sales Tax (Manual entry)	0.00
2140 Accrued Vacation	12,659.13
2150 PPP Loan	0.00
24000 Payroll Liabilities	\$1,035.05
CA PIT / SDI	-13.86
CA SUI / ETT	-864.29
Federal Taxes (941/944)	-190.38
Total for 24000 Payroll Liabilities	-\$33.48
Board of Equalization Payable	0.00
Direct Deposit Payable	0.00
Total for Other Current Liabilities	\$12,626.36
Total for Current Liabilities	\$44,292.79

Statement of Financial Position

Community Television of Santa Cruz County

As of November 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
Long-term Liabilities	
2400 Businees Equipment Loan 33736	0.00
2410 EIDL Loam	0.00
Total for Long-term Liabilities	\$0.00
Total for Liabilities	\$44,292.79
Equity	
3000 Opening Bal Equity	0.00
3015 Net Assets-Temp Restricted	0.00
3905 Retained Earnings - Capital Reserves	1,689,619.77
3900 Retained Earnings	614,508.05
Net Income	-100,233.53
Total for Equity	\$2,203,894.29
Total for Liabilities and Equity	\$2,248,187.08

EQUITY:	
Capital Reserves	\$1,457,647.34
Capital Reserves - Youth Grant	\$140,498.06
Operating Reserves	\$269,353.66
Other Assets	\$336,395.23
TOTAL	\$2,203,894.29

Community Television of Santa Cruz County
Capital Profit Loss Budget Performance
December
2025

	Approved Budget 2025-26	November 2025	December 2025	December Year to Date	% of Annual Budget	Amount Remaining
4000 · CAPITAL REVENUE						
4100 · County PEG Fees	600,000.00	0.00	150,000.00	300,000.00	50%	300,000.00
TOTAL INCOME	600,000.00	0.00	150,000.00	300,000.00	50%	300,000.00
5000 · CAPITAL EXPENDITURES						
5100 · Facility						
7400 · Facility Lease	342,948.00	30,227.75	30,382.25	173,789.88	51%	169,158.12
6701 · Facility/Equip. Insurance	14,214.00	1,348.25	1,348.25	8,089.50	57%	6,124.50
7058 · Leasehold Improvements/ Capital	10,000.00	0.00	0.00	0.00	0%	10,000.00
7300 · Facilities & Equipment Rental	1,000.00	0.00	0.00	0.00	0%	1,000.00
Total 5100 · Facility	368,162.00	31,576.00	31,730.50	181,879.38	49%	186,282.62
5200 · Equipment						
7215 · Copy Machine Lease	3,936.00	316.49	316.49	1,898.00	48%	2,038.00
7051 · Equipment Repair	1,000.00	0.00	0.00	0.00	0%	1,000.00
7056 · Equipment - Depreciated	16,235.00	0.00	4,000.00	35,943.80	221%	(19,708.80)
7057 · Equipment - Non Depreciated	23,533.00	240.42	208.59	1,256.24	5%	22,276.76
7060 · Equipment Grant Program	100,000.00	0.00	0.00	0.00	0%	100,000.00
7061 · Equipment Leases	0.00	0.00	0.00	0.00	0%	0.00
7062 · Software as a Service	15,000.00	2,041.86	2,544.26	14,710.71	98%	289.29
7640 · Licenses/Fees/Misc. Taxes	0.00	0.00	0.00	13,817.32	0%	(13,817.32)
7700 · Telephone/ Telecommunications/ Internet	24,000.00	2,088.85	2,088.85	12,533.10	52%	11,466.90
Total 5200 · Equipment	183,704.00	4,687.62	9,158.19	80,159.17	44%	103,544.83
Capital Maintenance & Repair						
7063 · Building Maintenance	7346.00	640.20	689.84	4,283.71	58%	3,062.29
7064 · Equipment Maintenance	14856.00	1238.03	1238.03	7,380.57	50%	7,475.43
7065 · Equipment Repair	25932.00	2089.12	2066.78	12,654.88	49%	13,277.12
Total Capital Maintenance & Repair	48134.00	3967.35	3994.65	24,319.16	51%	23,814.84
5300 · Media Licensing						
7059 · Music Library	0.00	0.00	0.00	0.00	0%	0.00
Total 5300 · Media Licensing	0.00	0.00	0.00	0.00	0%	0.00
Total 5000 · CAPITAL EXPENDITURES	600,000.00	40,230.97	44,883.34	286,357.71	48%	313,642.29
	0.00	(40,230.97)	105,116.66	13,642.29		

Community Television of Santa Cruz County
Operating Profit Loss Budget Performance
December
2025

	Approved Budget 2025-26	November 2025	December 2025	December Year to Date	% of Annual Budget	Amount Remaining
4300 · OPERATING REVENUE						
4101 · County BOS Meetings	23,143.00	2,499.00	2,568.50	16,215.50	70%	6,927.50
4103 · City of Capitola Gov. Meetings	17,159.25	2,465.75	3,044.75	11,533.00	67%	5,626.25
4104 · SCMTD Meetings	3,511.50	393.00	614.50	2,187.75	62%	1,323.75
4106 · City of Santa Cruz Gov. Mtg.	20,255.62	1,200.00	1,360.00	10,160.00	50%	10,095.62
4108 · SCCRTC Meetings	5,419.87	614.50	811.00	2,695.00	50%	2,724.87
4109 · SCWD Meetings	6,259.50	858.00	0.00	2,964.00	47%	3,295.50
4110 · Memberships	0.00	75.00	0.00	75.00	0%	(75.00)
4120 · Facility & Equipment Use	112,688.13	10,073.30	9,898.65	61,442.75	55%	51,245.38
4121 · SLVWD Meetings	13,309.12	0.00	0.00	1,919.50	14%	11,389.62
4122 · PVUSD	20,668.00	1,523.75	1,687.50	8,333.50	40%	12,334.50
4130 · Classes	0.00	0.00	0.00	0.00	0%	0.00
4165 · Donations	0.00	0.00	0.00	0.00	0%	0.00
4180 · Interest Earned	10,549.02	676.65	669.40	4,492.43	43%	6,056.59
4185 · Misc. Income	50,241.48	0.00	10,236.53	13,920.53	28%	36,320.95
4190 · Gain/Loss on Sale of Assets	0.00	(94.93)	0.00	1,357.55	0%	(1,357.55)
4196 · Unrealized Gain/(Loss)	0.00	0.00	0.00	0.00	0%	0.00
4200 · Production Services	3,000.00	0.00	0.00	280.00	9%	2,720.00
4250 · Closed Captioning	24,920.75	1,800.00	2,137.50	15,075.00	60%	9,845.75
4260 · Equipment Lease	4,410.00	367.49	367.49	1,995.60	45%	2,414.40
Total 4300 · OPERATING REVENUE	315,535.24	22,451.51	33,395.82	154,647.11	49%	160,888.13
TOTAL INCOME	315,535.24	22,451.51	33,395.82	154,647.11	49%	160,888.13
6000 · OPERATING EXPENSES						
6100 · Advertising	7,000.00	520.12	253.49	1,005.61	14%	5,994.39
6300 · Bank Charges	3,434.86	276.06	231.18	1,551.97	45%	1,882.89
6350 · Interest Expense	0.00	0.00	0.00	0.00	0%	0.00
6600 · Dues & Subscriptions	942.99	0.00	100.00	790.00	84%	152.99
7100 · Office Supplies	200.00	15.35	0.00	79.02	40%	120.98
7105 · Production Expenses	100.00	0.00	0.00	0.00	0%	100.00
7200 · Postage/Freight	549.00	71.20	47.60	489.18	89%	59.82
7205 · Printing	100.00	0.00	0.00	38.39	38%	61.61
7401 · Facility Supplies	3,818.08	292.43	343.68	2,048.80	54%	1,769.28
7640 · Licenses / Fees / Misc. Taxes	100.00	0.00	0.00	94.22	94%	5.78
7700 · Telephone/Telecommunications / Internet	3,990.99	486.02	486.02	2,766.12	69%	1,224.87
Total 6000 - Operating Expenses	20,235.92	1,661.18	1,461.97	8,863.31	44%	11,372.61
6800 · Contracted Services						
6900 · Contract Services-Audit Services	1,500.00	0.00	0.00	1,475.00	98%	25.00
7001 · Contract Services-Production Support	0.00	0.00	0.00	0.00	0%	0.00
7007 · Contract Services-CMAP	0.00	0.00	0.00	0.00	0%	0.00
7010 · Contract Services-Consulting	958.98	2,535.00	0.00	4,590.00	479%	(3,631.02)
7110 · Contract Services-Legal	3,500.00	722.50	0.00	722.50	21%	2,777.50
7910 · Contract Services-Equipment Technicians	1,000.00	0.00	0.00	0.00	0%	1,000.00
7920 · Contract Services-Captioning	9,013.32	1,418.41	925.36	6,383.38	71%	2,629.94
Total 6800 · Contracted Services	15,972.30	4,675.91	925.36	13,170.88	82%	2,801.42

Community Television of Santa Cruz County
Operating Profit Loss Budget Performance
December
2025

	Approved Budget 2025-26	November 2025	December 2025	December Year to Date	% of Annual Budget	Amount Remaining
7000 · Staff Development & Fundraising						
7405 · Training / conferences	500.00	150.00	0.00	279.00	56%	221.00
7800 · Travel / Meals	500.00	0.00	0.00	0.00	0%	500.00
8600 · Special Events Expense	500.00	0.00	0.00	0.00	0%	500.00
Total 7000 · Staff Development & Fundraising	1,500.00	150.00	0.00	279.00	19%	1,221.00
7500 · Operating Salaries & Benefits						
7525 · Salaries - Executive Director	94,524.00	7,573.94	7,573.94	45,443.64	48%	49,080.36
7530 · Salaries - Coworking Community Coordinator	31,945.00	2,560.80	2,759.36	17,134.84	54%	14,810.16
7535 · Salaries - Accountant	11,932.00	782.56	693.22	5,176.02	43%	6,755.98
7542 · Salaries - Media Services Coordinator	59,426.00	4,952.13	4,952.13	29,522.31	50%	29,903.69
7585 · Salaries - Government Technicians	20,800.00	1,755.20	1,007.07	8,247.52	40%	12,552.48
7589 · Salaries - Extra Help Trainers, Technicians	583.02	293.00	798.37	3,163.15	543%	(2,580.13)
7621 · Payroll Taxes	27,743.00	1,690.85	1,966.50	10,714.34	39%	17,028.66
7635 · Workers Comp	2,396.00	246.58	246.58	1,670.48	70%	725.52
7630 · Health / Dental / Vision	23,478.00	1,570.53	1,974.03	10,983.48	47%	12,494.52
7632 · Severance / Vacation Payouts	5,000.00	0.00	0.00	0.00	0%	5,000.00
Total 7500 · Operating Salaries & Benefits	277,827.02	21,425.59	21,971.20	132,055.78	48%	145,771.24
TOTAL EXPENSES	315,535.24	27,912.68	24,358.53	154,368.97	49%	161,166.27
NET INCOME/LOSS	0.00	(5,461.17)	9,037.29	278.14	0.2%	

Statement of Financial Position

Community Television of Santa Cruz County

As of December 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
Assets	
Current Assets	
Bank Accounts	
1021 Petty Cash Fund	101.99
1070 Bank of America	223,093.31
1075 Checking - Santa Cruz County Bank	9,821.95
1080 Savings - Santa Cruz County Bank	0.00
1081 CDAR 1025929272	0.00
1082 CDAR 1025929809	0.00
1083 ICS Santa Cruz County Bank	273,005.58
1084 CDAR 1026064054	0.00
1085 CDAR 1026064062	0.00
1086 Schwab	1,479,787.51
PayPal Bank	0.00
Total for Bank Accounts	\$1,985,810.34
Accounts Receivable	
1114 Temp A/R	0.00
1115 Accounts Receivable	34,490.77
1116 Grants Receivable	0.00
Total for Accounts Receivable	\$34,490.77
Other Current Assets	
1117 A/R - Temp. Restricted	0.00
1125 County Reserve Acct. Restricted	0.00
1200 Prepaid Insurance	
1201 Health	0.00
1202 Accident	150.00
1203 Crime Coverage	0.00
1206 Workers Comp Deposit	878.85
1209 Liability / D&O (SLIP)	0.00
1210 Property Liability (SPIP)	8,024.64
Total for 1200 Prepaid Insurance	\$9,053.49
1260 Prepaid Expenses	58,407.72
1300 PFG Common Stock	4,931.00
1400 Undeposited Funds	0.00
QuickBooks Tax Holding Account	82.88
Repayment	
Health Insurance	0.00
Total for Repayment	\$0.00
Total for Other Current Assets	\$72,475.09
Total for Current Assets	\$2,092,776.20

Statement of Financial Position
Community Television of Santa Cruz County
As of December 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
Fixed Assets	
1600 Production Equipment	\$1,442,521.30
1700 Accum Depr-Production Equipment	-1,255,645.99
Total for 1600 Production Equipment	\$186,875.31
1602 Board of Supervisors Equipment	0.00
1620 Office Furniture/Equipment	\$125,536.41
1720 Accum Depr-Furniture/Equipment	-122,570.32
Total for 1620 Office Furniture/Equipment	\$2,966.09
1625 Leasehold Improvement	\$229,793.23
1725 Accum Depr-Leasehold Improv.	-176,518.67
Total for 1625 Leasehold Improvement	\$53,274.56
1670 Broadcasting Equipment	28,933.89
Total for Fixed Assets	\$272,049.85
Total for Assets	\$2,364,826.05
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 Accounts Payable	33,533.65
Total for Accounts Payable	\$33,533.65
Credit Cards	
2120 American Express	602.05
Total for Credit Cards	\$602.05
Other Current Liabilities	
2110 Sales Tax Payable	0.71
2111 Sales Tax (Manual entry)	0.00
2140 Accrued Vacation	12,659.13
2150 PPP Loan	0.00
24000 Payroll Liabilities	\$1,035.05
CA PIT / SDI	-13.86
CA SUI / ETT	-848.55
Federal Taxes (941/944)	-190.38
Total for 24000 Payroll Liabilities	-\$17.74
Board of Equalization Payable	0.00
Direct Deposit Payable	0.00
Total for Other Current Liabilities	\$12,642.10
Total for Current Liabilities	\$46,777.80

Statement of Financial Position

Community Television of Santa Cruz County

As of December 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
Long-term Liabilities	
2400 Business Equipment Loan 33736	0.00
2410 EIDL Loan	0.00
Total for Long-term Liabilities	\$0.00
Total for Liabilities	\$46,777.80
Equity	
3000 Opening Bal Equity	0.00
3015 Net Assets-Temp Restricted	0.00
3905 Retained Earnings - Capital Reserves	1,689,619.77
3900 Retained Earnings	614,508.05
Net Income	13,920.43
Total for Equity	\$2,318,048.25
Total for Liabilities and Equity	\$2,364,826.05

EQUITY:	
Capital Reserves	\$1,562,764.00
Capital Reserves - Youth Grant	\$140,498.06
Operating Reserves	\$282,548.28
Other Assets	\$332,237.91
TOTAL	\$2,318,048.25

Date: December 9, 2025

FY25-26 Budget Amendment Notes

Operating Budget:

Add Administration Support for Victor/Olivia (gl a/c 7590, 7621 and 7635) – total cost \$20,000.

Add \$5100 to Contract Services – Audit Services (gl a/c 6900) to cover 2 years compilations and tax return. We did not budget correctly for this line. Going forward annual costs for compilation and tax return is \$3,500.

To balance budget recommend we use prior year reserves. Amount requested is \$25,100 (we have operating reserves of \$26,603 for fye 6.30.25).

Capital Budget:

Move \$100,000 from Equipment – Grant Program (7060) to Equipment – Depreciated (7056). Plan to improve internet in the co-working center which will be a capital expense.

Community Television of Santa Cruz County
Operating Profit Loss Budget Performance
January
2024

Community Television of Santa Cruz County	Approved Budget	Actuals YTD	Approved Budget	Approved Budget
Fiscal Year 2025 - 2026	FY2024/2025	FY 2024/2025	FY2025/2026	FY2025/2026
Version: Approved	Annual	Annual	Draft	Monthly
4300 · OPERATING REVENUE				
4101 · County BOS Meetings	14,093.00	15,428.75	23,143.00	1,928.58
4103 · City of Capitola Gov. Meetings	10,750.00	11,439.50	17,159.25	1429.94
4104 · SCMTD Meetings	3,432.00	2,341.00	3,511.50	292.63
4106 · City of Santa Cruz Gov. Mtg.	24,644.00	13,503.75	20,255.62	1687.97
4108 · SCCRTC Meetings	3,917.00	3,613.25	5,419.87	451.66
4109 · SCWD Meetings	7,822.00	4,173.00	6,259.50	521.63
4120 · Facility & Equipment Use	130,230.00	75,125.42	112,688.13	9390.68
4121 · SLVWD Meetings	9,226.00	8,872.75	13,309.12	1109.09
4122 · PVUSD	14,084.00	13,779.75	20,668.00	1722.33
4130 · Classes	0	0.00	0	0.00
4165 · Donations	675.00	0.00	0.00	0.00
4180 · Interest Earned	12917	7,032.68	10549.02	879.09
4185 · Misc. Income	45,000.00	33,494.32	50,241.48	4186.79
4190 · Gain/Loss on Sale of Assets	0	1,200.00	0	0.00
4196 · Unrealized Gain/(Loss)	0	0.00	0	0.00
4200 · Production Services	3,000.00	0.00	3,000.00	250.00
4250 · Closed Captioning	21,394.00	16,612.50	24,920.75	2076.73
4260 · Equipment Lease	9,450.00	3,929.92	4,410.00	367.50
Operating Reserves	0.00	0.00	25,100.00	2091.67
Total 4300 · OPERATING REVENUE	310,634.00	210,546.59	340,635.24	28,386.27
TOTAL INCOME	310,634.00	210,546.59	340,635.24	28,386.27
6000 · OPERATING EXPENSES				
6100 · Advertising	7,705.00	1,262.96	7,000.00	583.33
6300 · Bank Charges	3,267.00	2,289.91	3,434.86	286.24
6350 · Interest Expense	200	0.00	0	0.00
6600 · Dues & Subscriptions	1,172.00	942.55	942.99	78.58
7100 · Office Supplies	1400	550.57	200	16.67
7105 · Production Expenses	100	0.00	100	8.33
7200 · Postage/Freight	600	366.10	549	45.75
7205 · Printing	100	0	100	8.33
7401 · Facility Supplies	3,824.00	3,340.22	3,818.08	318.17
7640 · Licenses/Fees/Misc. Taxes	100	45.84	100	8.33
7700 · Telephone/Telecommunications/Internet	4,073.00	2,660.66	3,990.99	332.58
Total 6000 · Operating Expenses	22,541.00	11,458.81	20,235.92	1,686.33
6800 · Contracted Services				
6900 · Contract Services-Audit Services	1,500.00	375.00	6,600.00	550.00
7001 · Contract Services-Production Support	0	0.00	0	0.00
7007 · Contract Services-CMAP	0	0.00	0	0.00
7010 · Contract Services-Consulting	958.98	0.00	958.98	79.92
7110 · Contract Services-Legal	3,500.00	725.00	3,500.00	291.67
7910 · Contract Services-Equipment Technicians	1,000.00	0.00	1,000.00	83.33
7920 · Contract Services-Captioning	9,228.00	6,008.88	9,013.32	751.11
Total 6800 · Contracted Services	16,186.98	7,108.88	21,072.30	1,756.03

Community Television of Santa Cruz County
Operating Profit Loss Budget Performance
January
2024

Community Television of Santa Cruz County	Approved Budget	Actuals YTD	Approved Budget	Approved Budget
Fiscal Year 2025 - 2026	FY2024/2025	FY 2024/2025	FY2025/2026	FY2025/2026
7000 · Staff Development & Fundraising				
7405 · Training/conferences	1,000.00	500.00	500.00	41.67
7800 · Travel/Meals	500	389.24	500	41.67
8600 · Special Events Expense	500	358.29	500	41.67
Total 7000 · Staff Development & Fundraising	2,000.00	1,247.53	1,500.00	125.00
7500 · Operating Salaries & Benefits				
7525 · Salaries - Executive Director	94,524.00	7,573.94	94,524.00	7877.00
7530 · Salaries - Coworking Coordinator	30,716.00	2,458.39	31,945.00	2662.08
7535 · Salaries - Accountant	11,473.00	771.76	11,932.00	994.33
7542 · Salaries - Media Services Coordinator	56,247.00	4,761.66	59,426.00	4952.17
7585 · Salaries - Government Technicians	20,800.00	2,091.82	20,800.00	1733.33
7589 · Salaries - Extra Help Trainers, Technicians	583.02	275.69	583.02	48.59
7590 · Salaries - Administration Support	0.00	0.00	17,000.00	1416.67
7621 · Payroll Taxes	26,676.00	1,945.37	30,543.00	2545.25
7635 · Workers Comp	2,304.00	170.75	2,596.00	216.33
7630 · Health/Dental/Vision	21,583.00	1,806.67	23,478.00	1956.50
7632 · Severance/Vacation Payouts	5,000.00	0.00	5,000.00	416.67
Total 7500 · Operating Salaries & Benefits	269,906.02	21,856.05	297,827.02	24,818.92
TOTAL EXPENSES	310,634.00	41,671.27	340,635.24	28,386.27
NET INCOME/LOSS	0.00		0.00	0.00

DIVCA Capital Budget
Community Television of Santa Cruz County
Fiscal Year 2025-2026

Version Approved

	Approved Budget	Actuals YTD	Approved Budget	Approved Budget
	2024/25	FEB 2024/25	2025/26	2025/26
4000 · CAPITAL REVENUE	Annual	Annual	Annual	Monthly
4100 · County PEG Fees	600,000.00	300,000.00	600,000.00	50,000.00
				0.00
TOTAL INCOME	600,000.00	300,000.00	600,000.00	50,000.00
5000 · CAPITAL EXPENDITURES				
5100 · Facility				
7400 · Facility Lease	337,818.00	238,968.25	342,948.00	28,579.00
6701 · Facility/Equip. Insurance	16,615.00	9,476.59	14,214.00	1,184.50
7058 · Leasehold Improvements/Capital	10,000.00	4,216.43	10,000.00	833.33
7300 · Facilities & Equipment Rental	1,000.00	0.00	1,000.00	83.33
Total 5100 · Facility	365,433.00	252,661.27	368,162.00	30,680.17
5200 · Equipment				
7215 · Copy Machine Lease	3,936.00	2,353.65	3,936.00	328.00
7051 · Equipment Repair	1,000.00	0.00	1,000.00	83.33
7056 · Equipment - Depreciated	34,564.00	5,750.00	116,235.00	9,686.25
7057 · Equipment - Non Depreciated	9,533.00	3,428.80	23,533.00	1,961.08
7060 · Equipment Grant Program	100,000.00	0.00	0.00	0.00
7061 · Equipment Leases	0.00	0.00	0.00	0.00
7062 · Software as a Service	15,000.00	10,480.01	15,000.00	1,250.00
7700 · Telephone/Telecommunications/Internet	24,000.00	13,929.62	24,000.00	800.00
Total 5200 · Equipment	188,033.00	35,942.08	183,704.00	14,108.67
Capital Maintenance & Repair				
7063 - Building Maintenance	7,063.00	5621.74	7,346.00	612.17
7064 - Equipment Maintenance	13,202.00	9477.56	14,856.00	1,238.00
7065 - Equipment Repair	25,809.00	16627.74	25,932.00	2,161.00
Total Capital Maintenance & Repair	46074.00	31727.04	48134.00	4011.17
5300 · Media Licensing	0			
7059 · Music Library	0	330.00	0	0.00
Total 5300 · Media Licensing	0.00	330.00	0.00	0.00
Total 5000 · CAPITAL EXPENDITURES	599,540.00	320,660.39	600,000.00	50,000.00
NET INCOME/LOSS	460.00	(20,660.39)	0.00	0.00

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Moved budget from equipment grant
to equipment - depreciated



notes for 24_25

