

Mendocino County Tourism Commission
Profit and Loss
 July 2020 - June 2021 Budget

Note: Accumulating Total. Budgeted dollar amounts can not be spent before they have been accumulated. The amounts may be rolled forward but not used in the months prior to where they are budgeted.

	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Total	Notes	
1															
2															
3															
4															
5	UPDATED 3.4.2020														
6	Income														
7	4030 County BID	75,272.00	75,272.00	75,272.00	75,272.00	75,272.00	75,272.00	75,272.00	75,272.00	75,272.00	75,272.00	75,272.00	903,264.00	BID (7/2021 to 1/2020 Running at 77.6K Avg, Est 3% Drop 20/21)	
8	4031 County BID adjustments														
9	4035 County 50% Match	37,636.00	37,636.00	37,636.00	37,636.00	37,636.00	37,636.00	37,636.00	37,636.00	37,636.00	37,636.00	37,636.00	451,632.00	TOT (Est at 50% of BID)	
10	Other Income														
11	4830 Event Brochure Ads														
12	4940 Misc. Income														
13	4950 Interest Income	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	240.00		
14	Total Other Income	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	240.00		
15	Total Income	112,928.00	112,928.00	112,928.00	112,928.00	112,928.00	112,928.00	112,928.00	112,928.00	112,928.00	112,928.00	112,928.00	1,355,136.00		
16	Gross Profit	112,928.00	112,928.00	112,928.00	112,928.00	112,928.00	112,928.00	112,928.00	112,928.00	112,928.00	112,928.00	112,928.00	1,355,136.00		
17	Expenses														
18	1- MEDIA & WEBSITE														
19	50 Advertising / Media														
20	5130 Print & Online Advertising	21,450.00	14,950.00	16,350.00	14,950.00	21,450.00	21,450.00	14,950.00	16,350.00	14,950.00	14,950.00	14,950.00	203,700.00		
21	Facebook	450.00	450.00	450.00	450.00	450.00	450.00	450.00	450.00	450.00	450.00	450.00	5,400.00	Facebook - Monthly Use	
22	Steppin Out	6,500.00											13,000.00	Steppin Out - Back Covers	
23	DogTrekker					8,500.00							8,500.00	DogTrekker - Pet Friendly Advertising + Trade Show Presence	
24	VIA Magazine			1,400.00					1,400.00				2,800.00	VIA Magazine	
25	Wine Co Radio		0.00										0.00	Wine Co Radio	
26	Online Media Buys	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	150,000.00	Online Media Buys	
27	Print & Online Advy Opportunitites	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	24,000.00	Print & Online Advertising Opportunitites	
28	5150 Ad Development/Design	0.00	0.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	10,000.00	Digital and Print Ads: Contract Design Work	
29	5170 Photography	850.00	850.00	850.00	850.00	850.00	850.00	850.00	850.00	850.00	850.00	850.00	10,200.00	Photo Usage Fees, Licensing of Photos, Photographers	
30	5240 Research & Development	500.00	6,000.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	11,500.00		
31	Visa Vue		5,500.00										5,500.00	Visa Vue	
32	Survata												0.00	Survata (No more MMWW)	
33	R&D Opp Fund	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	6,000.00	R&D Opp Fund	
34	5280 Video Development	0.00	0.00										0.00		
35	5290 Marketing Contingency		0.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	10,000.00	Accumulating Total	
36	Total 50 Advertising / Media	22,800.00	21,800.00	19,700.00	18,300.00	26,800.00	24,800.00	18,300.00	19,700.00	18,300.00	18,300.00	18,300.00	245,400.00		
37	55 Marketing / Public Relations														
38	5510 Public Relations Contract	7,850.00	7,850.00	7,850.00	7,850.00	7,850.00	7,850.00	7,850.00	7,850.00	7,850.00	7,850.00	7,850.00	94,200.00	Kol Communications	
39	Kol Communications Contract	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	90,000.00	Kol Communications Contract	
40	Koleen Hamblin Travel	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	4,200.00	Koleen Hamblin Travel	
41	5520 Marketing Agency Contract	8,333.00	8,333.00	8,333.00	8,333.00	8,333.00	8,333.00	8,333.00	8,333.00	8,333.00	8,333.00	8,333.00	99,996.00	TheorySF	
42	5540 Clipping Service	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	9,000.00	Burell Luce	
43	5550 In-Market PR Stunts	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	2,400.00		
44	5560 Media Events	250.00	250.00	250.00	250.00	2,750.00	250.00	250.00	2,750.00	250.00	250.00	250.00	9,500.00		
45	Visit California					1,500.00							4,000.00	Visit California	
46	Taste Mendocino									1,500.00			2,500.00	Taste Mendocino	
47	5560 Opps Fund	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	3,000.00	5560 Opps Fund	
48	5610 Travel -PR Related	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	9,000.00	Public Relations: Experiences, Meals, Stays	
49	5680 Visiting Media FAM Exp	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	12,000.00	Media FAM: Experiences, Meals, Stays	
50	Total 55 Marketing / Public Relations	19,133.00	19,133.00	19,133.00	19,133.00	20,633.00	19,133.00	19,133.00	22,633.00	19,133.00	20,633.00	19,133.00	236,096.00		
51	57 Website Maint / Development														
52	5710 Interactive Media Coordinator	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	30,000.00	Agency Xi (Facebook & Instagram)	
53	5740 Content Creation	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	30,000.00	Contracted Marketing	
54	5750 Development/ Maintenance	1,584.00	1,584.00	1,584.00	1,584.00	1,584.00	1,584.00	1,584.00	1,584.00	1,584.00	1,584.00	1,584.00	19,008.00	TheorySF	
55	5780 Interactive Marketing	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	1,200.00		
56	Sprout Social	65.00	65.00	65.00	65.00	65.00	65.00	65.00	65.00	65.00	65.00	65.00	780.00	Sprout Social	
57	SendGrid	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	420.00	SendGrid	
58	Total 57 Website Maint / Development	6,684.00	6,684.00	6,684.00	6,684.00	6,684.00	6,684.00	6,684.00	6,684.00	6,684.00	6,684.00	6,684.00	80,208.00		
59	58 Leisure / Group Sales														
60	5810 Promotion Items, Booth Develop	250.00	250.00	3,500.00	250.00	250.00	250.00	3,000.00	750.00	250.00	3,000.00	250.00	12,250.00		
61	Staff Logo Wear			500.00					500.00				1,000.00		
62	Giftng Swag	250.00	250.00	3,000.00	250.00	250.00	250.00	3,000.00	250.00	3,000.00	250.00	250.00	11,250.00		
63	5820 Consumer & Trade Shows	0.00	0.00	300.00	0.00	0.00	0.00	0.00	3,750.00	0.00	0.00	0.00	4,050.00		
64	Bark in the Park			300.00									300.00	Bark in the Park (San Jose) - September 19, 2020	Ukiah to Santa Clara = 159 x 2 x .575 (\$182.85)
65	San Diego Travel & Adventure							0.00					0.00	San Diego Travel & Adv - Jan 16 to 17, 2021 (VMC Not Attend)	STS to SAN Round Trip = \$227 Each
66	LA Travel & Adventure								0.00				0.00	LA Travel & Adv - Feb 27 to 28, 2021 (VMC Not Attending)	STS to LAX Round Trip = \$187 Each
67	SF/Bay (Santa Clara) Travel & Adv								3,750.00				3,750.00	SF/Bay (Santa Clara) Travel & Adventure - March TBD	Ukiah to Santa Clara = 161 x 2 x .575 (\$185)
68	5840 State Fair Exhibit	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	State Fair Exhibit (CA State Fair Removing Co Booths Starting 20/21)	
69	Booth												0.00	Booth	
70	Staff Travel												0.00	Staff Travel	
71	5870 Shipping - Travel Shows					0.00	0.00	500.00	1,000.00	1,000.00			2,500.00		
72	5880 Travel - Leisure/Group Sales	0.00	0.00	2,470.00	0.00	0.00	0.00	0.00	3,470.00	0.00	0.00	0.00	5,940.00		
73	Airfaire			0.00				0.00	0.00				0.00	Airfaire (Est Are Set with 2-4 People in Mind 2-3 Night Stay)	Ukiah to STS = 95 Miles x 2 x .575 (\$109.25)
74	Stays			1,200.00				0.00	1,800.00				3,000.00	Stays (Booking Vaca Hm When Poss/Use Points to Save \$)	STS Parking \$11 Per Day
75	Per Diem			660.00				0.00	990.00				1,650.00	Per Diem (\$110 Per Diem, with 50% for Travel Days)	Avg Hotel Parking Fee \$35 Per Night
76	Travel, Vehicles, Parking			510.00				0.00	580.00				1,090.00	Travel, Vehicles, Parking, Ubers/Taxi	
77	Other, Specific Supplies														

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90	6555 Conferences & Seminars Travel	2,613.50	0.00	0.00	0.00	0.00	2,036.00	0.00	2,882.00	1,956.00	0.00	0.00	9,487.50	New Line Item	
91	Airfaire	400.00					0.00		600.00	0.00	0.00		1,000.00	Airfaire (Est Are Set with 2-4 People In Mind 2-3 Night Stay)	
92	Stays	1,200.00					1,100.00		1,440.00	800.00	0.00		4,540.00	Stays (Booking Vaca Hm When Poss/Use Points to Save \$)	
93	Per Diem	660.00					440.00		660.00	660.00	0.00		2,420.00	Per Diem (\$110 Per Diem, with 50% for Travel Days)	
94	Travel, Vehicles, Parking	253.50					396.00		82.00	396.00	0.00		1,127.50	Travel, Vehicles, Parking, Ubers/Taxi	
95	Other, Specific Supplies	100.00					100.00		100.00	100.00	0.00		400.00	Other, Specific Supplies (\$100 Base)	
96	6570 In-Country Relations	1,750.00	2,250.00	1,250.00	1,250.00	1,250.00	2,250.00	1,750.00	1,250.00	1,250.00	1,250.00	1,250.00	18,000.00		
97	Events	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	3,000.00	Events	
98	Chamber Lunches/Dinners	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	1,200.00	Chamber Lunches/Dinners	
99	Hosted Meals	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	2,400.00	Hosted Meals	
100	Wine Competition	500.00	1,000.00										1,500.00	Wine Competition	
101	Mileage	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	4,200.00	Mileage	
102	Crab Cake Cook Off						1,000.00	500.00					1,500.00	Crab Cake Cook Off	
103	6570 Opps Fund	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	4,200.00	6570 Opps Fund	
104	6575 Stakeholder Networking	325.00	325.00	325.00	925.00	325.00	325.00	925.00	325.00	325.00	325.00	925.00	5,700.00		
105	Workshops + Refreshments	225.00	225.00	225.00	600.00	225.00	225.00	225.00	225.00	225.00	225.00	225.00	2,700.00	Workshops + Refreshments	
106	Stakeholder Networking				600.00			600.00				600.00	1,800.00	Stakeholder Networking	
107	Website Development												0.00	Website Development	
108	Colateral, Other	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	1,200.00	Colateral, Other	
109	6576 CTA Program	10,000.00	0.00	5,000.00	5,000.00	5,000.00	5,000.00	650.00	650.00	650.00	650.00	650.00	38,250.00	1,000 Down Payment	
110	6590 Memberships	2,650.00	1,000.00	0.00	150.00	0.00	1,200.00	0.00	500.00	0.00	1,700.00	900.00	8,100.00		
111	Leadership Mendocino		1,000.00					500.00					1,500.00	Leadership Mendocino (+ Employee Attend LM)	
112	Anderson Valley Winegrowers				150.00								150.00	Anderson Valley Winegrowers	
113	Mendocino Coast Chamber	150.00											150.00	Mendocino Coast Chamber	
114	Destination International					1,200.00							1,200.00	Destination International	
115	DMA West Dues	1,200.00											1,200.00	DMA West Dues	
116	Cal Travel Association Membership								1,700.00		900.00		2,600.00	Cal Travel Association Membership	
117	San Francisco Travel Association	1,300.00											1,300.00	San Francisco Travel Association	
118	6610 North Coast Tourism Council	916.67	916.67	916.67	916.67	916.67	916.67	916.67	916.67	916.67	916.67	916.67	11,000.00	11,000/12	
119	Total Partnerships	\$ 21,205.17	4,491.67	7,491.67	8,241.67	7,491.67	8,691.67	11,927.67	4,741.67	7,523.67	6,797.67	4,041.67	96,387.50		
120	Visitor Services												0.00		
121	6720 Event & Festival Guides	1,200.00	3,200.00	8,100.00	3,450.00	8,100.00	1,450.00	3,200.00	3,800.00	1,450.00	1,200.00	1,200.00	37,550.00		
122	Brochure Design		2,000.00		2,000.00			2,000.00					6,000.00	Brochure Design	
123	Brochure Order			6,000.00		6,000.00			2,000.00				14,000.00	Brochure Order	
124	Yard Signs			300.00		300.00							600.00	Yard Signs	
125	Brochure Distribution/Mileage			600.00	250.00	600.00	250.00	600.00	250.00	350.00	350.00	350.00	2,550.00	Brochure Distribution/Mileage	
126	Certified Folder Display	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	4,200.00	Certified Folder Display	
127	Visitor Guide/Wine Maps/Pet Guides/Other Print	850.00	850.00	850.00	850.00	850.00	850.00	850.00	850.00	850.00	850.00	850.00	10,200.00	Visitor Guide/Wine Maps/Pet Guides/Other Print	
128	6730 Incentives & Sponsorships	1,150.00	1,150.00	8,400.00	8,400.00	1,150.00	1,150.00	1,150.00	14,150.00	14,150.00	14,150.00	14,150.00	80,300.00		
129	Run 1			7,250.00									14,500.00	Run 1: Arts Council of Mendocino	
130	Run 2							13,000.00	13,000.00	13,000.00	13,000.00	13,000.00	52,000.00	Run 2: Dest. Hopland, RW Coast Chamber, MWL, City of Ukiah, AVWA, Mendocino Coast Chamber, Willits Chamber, City of FB	
131	KOZT	1,150.00	1,150.00	1,150.00	1,150.00	1,150.00	1,150.00	1,150.00	1,150.00	1,150.00	1,150.00	1,150.00	13,800.00	KOZT	
132	6770 Visitor Centers & Signage				5,000.00				5,000.00				10,000.00		
133	Total Visitor Services	\$ 2,350.00	4,350.00	16,500.00	16,850.00	9,250.00	2,600.00	4,350.00	4,950.00	20,600.00	15,350.00	15,350.00	15,350.00	127,850.00	
134	Total 2- VISITOR SVS / PARTNERSHIPS	\$ 23,555.17	8,841.67	23,991.67	25,091.67	16,741.67	11,291.67	16,277.67	9,691.67	28,123.67	22,147.67	19,391.67	224,237.50		
135	3- ADMIN EXPENSES												0.00		
136	General Admin												0.00		
137	7010 Accounting	1,520.00	1,520.00	1,520.00	7,520.00	1,520.00	1,520.00	1,520.00	1,520.00	1,520.00	1,520.00	1,520.00	24,240.00	Bookkeeping + Audit in October	
138	7060 Bank Fees	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	600.00	Bank Fees \$9K Previously Calculated w/ Line of Credit Fees in Mind	
139	7080 Board Development	35.00	35.00	35.00	35.00	35.00	35.00	4,535.00	35.00	35.00	35.00	35.00	4,920.00		
140	Meeting Materials & Refreshments	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	420.00	Meeting Materials & Refreshments	
141	Dinner, Stay, Materials, Breakfast, Lunch						4,500.00						4,500.00	Dinner, Stay, Materials, Breakfast, Lunch	
142	7090 Copying & Printing	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	2,400.00		
143	Xerox	175.00	175.00	175.00	175.00	175.00	175.00	175.00	175.00	175.00	175.00	175.00	2,100.00	Xerox	
144	Printing Paper, Business Cards	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	300.00	Printing Paper, Business Cards	
145	7100 Dues & Subscriptions	950.00	950.00	950.00	950.00	950.00	950.00	950.00	950.00	950.00	950.00	950.00	11,520.00		
146	MailChimp	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	4,200.00	MailChimp	
147	Adobe	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	3,600.00	Adobe	
148	Box.Net	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	1,440.00	Box.Net	
149	Geuite	90.00	90.00	90.00	90.00	90.00	90.00	90.00	90.00	90.00	90.00	90.00	1,080.00	Geuite	
150	Other	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	1,200.00	Other	
151	7130 Legal Fees	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	3,000.00		
152	7150 Meeting Expenses	235.00	235.00	235.00	235.00	235.00	235.00	235.00	235.00	235.00	235.00	235.00	3,220.00		
153	Office Refreshments	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	420.00	Office Refreshments	
154	Team Working Lunches	200.00	200.00	200.00	200.00	200.00	600.00	200.00	200.00	200.00	200.00	200.00	2,800.00	Team Working Lunches	
155	7200 Office Expense	100.00	100.00	100.00	100.00	100.00	2,450.00	100.00	100.00	100.00	100.00	100.00	3,550.00		
156	Other	50.00	50.00	50.00	50.00	50.00	2,400.00	50.00	50.00	50.00	50.00	50.00	2,950.00	Other (1/2021 Suggested Technology/Security Upgrades)	
157	Misc. Supplies	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	600.00	Misc. Supplies	
158	7210 Postage & Shipping	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	900.00		
159	Other	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	300.00	Other	
160	Mailing AP; Postage & Envelopes	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	600.00	Mailing AP; Postage & Envelopes	
161	7280 Travel Expenses	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	12,000.00		
162	Total General Admin	\$ 4,425.00	4,425.00	4,425.00	10,425.00	4,425.00	4,825.00	11,275.00							

**Mendocino County Tourism Commission
Profit and Loss
July 2020 - June 2021 Budget**

Note: Accumulating Total: Budgeted dollar amounts can not be spent before they have been accumulated. The amounts may be rolled forward but not used in the months prior to where they are budgeted.

5	UPDATED 3.4.2020	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Total	Notes	
173	7890 Taxes		65.00												65.00	Business Taxes (Paperwork filing fees)
174	7910 Telecommunication	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	7,200.00		
175	Office Phones	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	4,800.00	Office Phones	
176	(4) Employee Cell Phones	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	2,400.00	(4) Employee Cell Phones	
177	7950 Utilities	865.00	865.00	865.00	865.00	865.00	865.00	865.00	865.00	865.00	865.00	865.00	865.00	10,990.00		
178	PG&E	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	2,400.00	PG&E	
179	MCN - Internet FB	85.00	85.00	85.00	85.00	85.00	85.00	85.00	85.00	85.00	85.00	85.00	85.00	340.00	MCN - Internet FB (Out of FB 10/2020)	
180	Comcast - Internet Ukiah	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	2,400.00	Comcast - Internet Ukiah	
181	Ukiah Waste Solutions	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	960.00	Ukiah Waste Solutions	
182	City of Ukiah	325.00	325.00	325.00	325.00	325.00	325.00	325.00	325.00	325.00	325.00	325.00	325.00	3,900.00	City of Ukiah	
183	Unknowns, Potential Spikes	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	900.00	Unknowns, Potential Spikes	
184	7990 Depreciation Expense														0.00	
185	Total Occupancy Costs	\$ 6,875.00	\$ 4,690.00	\$ 4,625.00	\$ 4,625.00	\$ 3,990.00	\$ 3,990.00	\$ 3,990.00	\$ 3,990.00	\$ 3,990.00	\$ 3,990.00	\$ 3,990.00	\$ 3,990.00	\$ 3,990.00	\$ 52,735.00	
186	Total 3- ADMIN EXPENSES	\$ 11,300.00	\$ 9,115.00	\$ 9,050.00	\$ 15,050.00	\$ 8,415.00	\$ 8,150.00	\$ 15,265.00	\$ 8,415.00	\$ 8,415.00	\$ 8,415.00	\$ 8,415.00	\$ 8,415.00	\$ 8,415.00	\$ 119,085.00	
187	4- PERSONNEL														0.00	
188	8510 Salaries & Wages	26,687.50	26,687.50	26,687.50	26,687.50	26,687.50	26,687.50	26,687.50	26,687.50	26,687.50	26,687.50	26,687.50	26,687.50	320,250.00	Will auto populate	
189	8520 Paid Time Off	1,025.42	1,025.42	1,025.42	1,025.42	1,025.42	1,025.42	4,720.61	1,025.42	1,025.42	1,025.42	1,025.42	1,025.42	16,000.14	Monthly Liability	
200	Paid Time Off Liability Accounting	1,025.42	1,025.42	1,025.42	1,025.42	1,025.42	1,025.42	1,025.42	1,025.42	1,025.42	1,025.42	1,025.42	1,025.42	12,304.99	Paid Time Off Liability Accounting	
201	80 Hours a Year / 12 = 6.66 Hours	6.66	6.66	6.66	6.66	6.66	6.66	6.66	6.66	6.66	6.66	6.66	6.66	80 Hours a Year / 12 = 6.66 Hours		
202	Sick Leave Liability Accounting							3,695.19						3,695.19	Sick Leave Liability Accounting (24 Hrs Loaded 1/1/20)	
203	8530 Payroll Taxes	2,041.59	2,041.59	2,041.59	2,041.59	2,041.59	2,041.59	2,696.22	2,668.91	2,041.59	2,041.59	2,041.59	2,041.59	26,981.00	Will auto populate	
204	Employer Federal	2,041.59	2,041.59	2,041.59	2,041.59	2,041.59	2,041.59	2,041.59	2,041.59	2,041.59	2,041.59	2,041.59	2,041.59	24,499.13	Employer Federal	
205	Employer State							1,654.63	827.31					2,481.94	Employer State	
206	8540 Payroll Processing Fees	55.00	55.00	55.00	55.00	55.00	55.00	775.00	55.00	55.00	55.00	55.00	55.00	1,380.00		
207	Intuit Monthly Fee	55.00	55.00	55.00	55.00	55.00	55.00	55.00	55.00	55.00	55.00	55.00	55.00	660.00	Intuit Monthly Fee	
208	Intuit Yearly Fee							720.00						720.00	Intuit Yearly Fee	
209	8550 Workers Comp	3,000.00												3,000.00	Yearly Bill	
210	8551 Workers Comp Liability Acct	228.74	228.74	228.74	228.74	228.74	228.74	228.74	228.74	228.74	228.74	228.74	228.74	2,744.88	Monthly Liability	
211	Estimated W/C Liability %	0.8571%	0.8571%	0.8571%	0.8571%	0.8571%	0.8571%	0.8571%	0.8571%	0.8571%	0.8571%	0.8571%	0.8571%	0.8571%		
212	8570 Health Insurance	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00	26,400.00	(\$500 x 4 Employees) + (\$200 x 1 Employee)	
213	8590 Contract Work	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	7,800.00		
214	Cyber Security Consulting	0.00	6,000.00											6,000.00	Cyber Security Consulting	
215	Other	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	1,800.00	Other	
216	8580 Employee Appreciation, Other						500.00								Other Employee Benefits (Cal-Star/Reach)	
217	8615 Employee Recruitment	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	600.00		
218	Total 4- PERSONNEL	\$ 35,438.25	\$ 38,438.25	\$ 32,438.25	\$ 32,438.25	\$ 32,438.25	\$ 32,938.25	\$ 38,508.07	\$ 33,265.56	\$ 32,438.25	\$ 32,438.25	\$ 32,438.25	\$ 32,438.25	\$ 405,656.11		
219	Total Expenses	\$ 120,660.41	\$ 105,761.91	\$ 118,766.91	\$ 118,446.91	\$ 113,461.91	\$ 105,411.91	\$ 115,917.73	\$ 105,389.23	\$ 123,563.91	\$ 111,367.91	\$ 108,861.91	\$ 105,811.91	\$ 1,353,422.61		
220	Net Operating Income	-\$ 7,732.41	\$ 7,166.09	-\$ 5,838.91	-\$ 5,518.91	533.91	7,516.09	2,989.73	7,538.77	10,635.91	1,560.09	4,066.09	7,116.09	1,713.39		
221	Net Income	-\$ 7,732.41	\$ 7,166.09	-\$ 5,838.91	-\$ 5,518.91	533.91	7,516.09	2,989.73	7,538.77	10,635.91	1,560.09	4,066.09	7,116.09	1,713.39	2020/2021 FY Ending	
222	Estimated Cash Flows															
223	Expenses	(\$120,660.41)	(\$105,761.91)	(\$118,766.91)	(\$118,446.91)	(\$113,461.91)	(\$105,411.91)	(\$115,917.73)	(\$105,389.23)	(\$123,563.91)	(\$111,367.91)	(\$108,861.91)	(\$105,811.91)	Expenses		
224	Estimated Checking Balance	\$194,749.00	\$89,719.39	\$222,409.50	\$116,278.59	\$25,467.67	\$175,457.76	\$107,681.84	\$29,400.11	\$187,462.88	\$101,534.97	\$27,803.05	\$182,393.14	\$114,217.22	Estimated Checking Balance	
225	Estimated Mendocino County Payments (Mid to Late Month)	\$0.00	\$225,816.03	\$0.00	\$0.00	\$225,816.00	\$0.00	\$225,816.00	\$0.00	\$0.00	\$225,816.00	\$0.00	\$225,816.00	\$0.00	BID Payment	
226	Estimated Mendocino County Payments (Mid to Late Month)	\$40,630.80	\$37,636.00	\$37,636.00	\$37,636.00	\$37,636.00	\$37,636.00	\$37,636.00	\$37,636.00	\$37,636.00	\$37,636.00	\$37,636.00	\$37,636.00	\$37,636.00	TOT Payment	
227	With County Balance on Time	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	True Payment	
228	Checking Balance after Months Bills	\$114,719.39	\$247,409.50	\$141,278.59	\$35,467.67	\$175,457.76	\$107,681.84	\$29,400.11	\$187,462.88	\$101,534.97	\$27,803.05	\$182,393.14	\$114,217.22	Checking Balance after Months Bills		
229	Move Money into Savings	-\$25,000.00	-\$25,000.00	-\$25,000.00	-\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Move Money into Savings	
230	New Checking Balance	\$89,719.39	\$222,409.50	\$116,278.59	\$25,467.67	\$175,457.76	\$107,681.84	\$29,400.11	\$187,462.88	\$101,534.97	\$27,803.05	\$182,393.14	\$114,217.22	New Checking Balance		
231	When payments are due	June TOT	Poss True Up 1-3+ 4-6 BID + July TOT	Aug TOT	Sept TOT	Poss True Up 3-6 + 7-9 BID + Oct TOT	Nov TOT	Dec TOT	Poss True Up 7-9 + 10-12 BID + Jan TOT	Feb TOT	Mar TOT	Poss True Up 10-12 + BID 1-3 + Apr TOT	May TOT	When payments are due		
232																
233																
234	Estimated Savings Balance	\$50,381.35	\$75,381.35	\$100,381.35	\$125,381.35	\$135,381.35	\$135,381.35	Savings Restored Before November 2020								
235	New Savings Balance	\$75,381.35	\$100,381.35	\$125,381.35	\$135,381.35	\$135,381.35	\$135,381.35									

Mendocino County Payment History - Snap Shot

July	August	September	October	November	December	January	February	March	April	May	June	Date
					\$303,924.75							12/11/11
							\$361,841.95					2/26/14
								\$42,697.50				4/30/14
											\$287,814.20	8/14/18
		\$333,583.33										9/4/18
				\$157,640.00								11/19/18
					\$358,835.70							12/10/18
							\$118,230.00					2/5/19
								\$237,464.40				3/18/19
									\$78,820.00			4/16/19
										\$210,081.80		5/31/19
	\$78,820.00											7/23/19
		\$262,891.40										8/31/19
			\$81,261.60									10/15/19
					\$342,423.40							12/5/19
						\$40,630.80						1/10/20
						\$40,630.80						1/22/20
						-\$59,567.80						1/31/20
							\$216,687.20					2/25/20