

**South Natomas TMA™
Board of Directors Meeting
Wednesday, April 13th, 2022
Meeting Minutes**

I. Call to Order

SNTMA Vice-President Eduardo Cavazos called the meeting to order via video conference call at approximately 8:01AM on Wednesday, April 13th, 2022, in Sacramento, CA. Attending were Eduardo Cavazos, Dennis Deas, Martin Christian, Jeri Foley, David Pavolko, Lupita Ruiz, and SNTMA staff Stephanie Merten and Jason Vitaich.

II. Approval of Previous Meeting's Minutes

A motion was made to approve the January 12th, 2022, SNTMA Board Meeting Minutes. The motion was moved by Dennis Deas, seconded by Martin Christian. The motion passed unanimously, 6:0.

III. New Business

A motion was made to approve the following slate of officers to the SNTMA Board for 2022:

President – Eduardo Cavazos
Vice-President – Dennis Deas
Secretary – Lupita Ruiz
Treasurer – David Pavolko

The motion was made by Eduardo Cavazos, seconded by Martin Christian. The motion passed unanimously, 6:0.

A motion was made to approve the Fourth Quarter 2021 SNTMA Financials (Attachment “A”). The motion was made by Eduardo Cavazos, seconded by David Pavolko. The motion passed unanimously, 6:0.

A motion was made to pass the 2020 Audit Review previously disseminated to all members of the SNTMA Board. The motion was made by Jeri Foley, seconded by Dennis Deas. The motion passed unanimously, 6:0.

Executive Director Jason Vitaich delivered the following report:

- 2022 dues collection is going well overall, with 82% of budgeted membership dues having been collected as of the end of March 2022.

Stephanie Merten delivered the following Membership Report:

- **Campaigns and events promoted through the Commuter Club (March)**
 - 3.14.22 email to all member companies regarding 2022 Bucks for Bikes and Second Quarter Virtual Discussion
 - 3.21.22 Programs and Benefits email sent to all member companies + 2022 Buck for Bikes and Second Quarter Virtual Discussion

- **Programs (March)**
 - 60 Telecommute subsidies awarded for the month of March
 - 10 Carpool subsidies awarded for the month of March
 - 15 Low Emissions subsidies awarded for the month of March
 - 2 Transit subsidies awarded for the month of March
 - 0 Amtrak subsidies awarded for the month of March
 - 0 Bike Maintenance subsidies awarded for the month of March
 - 1 Walk subsidy awarded for the month of March
 - 1 Residential Car Charging subsidy awarded for the month of March
 - Monthly Facebook Contest entry four entries/four people, 1 selected DoorDash and 3 awarded Amazon gift cards
 - 512 Facebook “Likes”, 538 followers
 - Bucks For Bikes 2021: 18 photos posted, 1 receipt but no photo

- **Meetings (March)**
 - 3/2 & 3/3 – STLi regarding SNTMA blacklisted domain name and emails
 - 3/9 – SNTMA Annual Meeting (Jess Avila, Caltrans, FixSac5)

- **SNTMA Activities (April)**
 - Email March subsidies, Facebook monthly prizes, weekly Amazon drawing gift cards (for trip log keepers), award twenty (20) Bucks for Bikes subsidies
 - 2022 Bucks for Bikes – 4/1 application deadline, 30 applications received
 - 2022 Q2 Virtual Discussion - Thursday 4/5 Bike Talk with John from Natomas Bike Shop
 - 2022 Q3 Virtual Discussion – Tuesday, 7/19 – City & AQMD Air Monitoring Program
 - 4/19 Earth Week virtual presentation for HDR
 - 2022 May Is Bike Month
 - Update membership list
 - Q\$ virtual discussion

IV. Adjourn

The meeting adjourned at approximately 8:29AM. The next SNTMA Board meeting is scheduled for Wednesday, May 11th, 2022, at 8:00 AM via video conference call in Sacramento, CA.

Respectfully submitted,

Lupita Ruiz
SNTMA Secretary

SO. NATOMAS TRANSPORTATION MANAGEMENT ASSN.
Statement of Financial Position
 As of December 31, 2021

Substantially All Disclosures and Statement of Functional Expenses Required by GAAP Omitted

ASSETS	<u>Dec 31, 21</u>
Current Assets	
Checking/Savings	
10100 · Checking - River City Bank	130,471.17
10200 · Liquid CD - River City Bank	153,775.35
10400 · PayPal	<u>5,039.98</u>
Total Checking/Savings	289,286.50
Accounts Receivable	
11000 · Accounts Receivable	
11011 · Allowance for Doubtful Accounts	-28,486.95
11000 · Accounts Receivable - Other	<u>98,519.87</u>
Total 11000 · Accounts Receivable	<u>70,032.92</u>
Total Accounts Receivable	70,032.92
Other Current Assets	
12505 · Employee Cash Advance	25.88
12501 · Prepaid Rent	<u>730.72</u>
Total Other Current Assets	<u>756.60</u>
Total Current Assets	360,076.02
Fixed Assets	
13000 · Furniture and Equipment	6,395.05
13100 · Website	5,750.00
13500 · Accumulated Depreciation	<u>-12,132.05</u>
Total Fixed Assets	<u>13.00</u>
TOTAL ASSETS	<u><u>360,089.02</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
20210 · Visa Credit Card	<u>799.47</u>
Total Credit Cards	799.47
Other Current Liabilities	
20300 · Accrued Wages	9,416.35
2100 · Payroll Liabilities	<u>368.84</u>
Total Other Current Liabilities	<u>9,785.19</u>
Total Current Liabilities	<u>10,584.66</u>
Total Liabilities	10,584.66
Equity	
39000 · Net Assets	290,597.41
Net Income	<u>58,906.95</u>
Total Equity	<u>349,504.36</u>
TOTAL LIABILITIES & EQUITY	<u><u>360,089.02</u></u>

**SO. NATOMAS TRANSPORTATION MANAGEMENT ASSN.
Statement of Activities
For the Year Ended December 31, 2021**

Substantially All Disclosures and Statement of Functional Expenses Required by GAAP Omitted

	<u>Jan - Dec 21</u>
Ordinary Income/Expense	
Income	
40120 · Miscellaneous Income	3,70
40102 · Tenant Dues	322,229.97
40103 · Developer Dues	30,789.78
Total Income	<u>353,023.45</u>
Gross Profit	353,023.45
Expense	
Administrative Expenses	
Salaries and Wages	
50100 · Salary - Executive Director	85,734.53
50110 · Bonus - Executive Director	4,000.00
50120 · Salary - Member Services Mgr	57,978.46
50130 · Bonus - Member Services Mgr	2,000.00
Total Salaries and Wages	<u>149,712.99</u>
Payroll Expenses	
50300 · Employee Benefits	10,004.30
50325 · Payroll Fees - Staff Resources	2,543.80
50350 · Payroll Taxes	11,786.86
50400 · Worker's Compensation Insurance	-1,421.17
50425 · 401(k) Match	4,491.25
Total Payroll Expenses	<u>27,405.04</u>
Total Administrative Expenses	<u>177,118.03</u>
Operating Expenses	
51760 · Bad Debts	12,107.57

SO. NATOMAS TRANSPORTATION MANAGEMENT ASSN.

Statement of Activities

For the Year Ended December 31, 2021

Substantially All Disclosures and Statement of Functional Expenses Required by GAAP Omitted

Ordinary Income/Expense	<u>Jan - Dec 21</u>
51015 · Depreciation	303.00
51025 · Dues and Subscriptions	799.00
51050 · Insurance	1,431.00
51725 · Office Expense	2,692.59
51730 · Professional Fees	
53401 · Accounting	4,927.00
53404 · Computer Administration (IT)	2,936.98
53405 · Legal	198.33
43406 · Bank Service and Finance Fees	<u>20.00</u>
Total 51730 · Professional Fees	8,082.31
51735 · Rent	8,768.64
51750 · Staff Seminars and Travel	20.00
52300 · Telephone and Utilities	7,260.86
Total Operating Expenses	<u>41,464.97</u>
Membership Programs & Outreach	
Subsidies	
51450 · Carpool Subsidy	6,800.00
51500 · Transit	
51501 · Amtrak	0.00
51500 · Transit - Other	<u>1,125.00</u>
Total 51500 · Transit	1,125.00

**SO. NATOMAS TRANSPORTATION MANAGEMENT ASSN.
Statement of Activities**

For the Year Ended December 31, 2021

Substantially All Disclosures and Statement of Functional Expenses Required by GAAP Omitted

Ordinary Income/Expense	<u>Jan - Dec 21</u>
56010 · Bike Subsidy - Purchase	14,400.00
56015 · Bike Subsidy - Maintenance	400.00
56055 · Capital Improvements Program	12,442.40
56066 · Residential Car Charging Subsidy	4,861.90
56067 · Walking Subsidy	800.00
56068 · High Efficiency Auto Subsidy	4,350.00
56075 · Telecommute Subsidy	<u>17,475.00</u>
Total Subsidies	62,654.30
Outreach	
51505 · Property Manager Appreciation	900.00
51595 · Marketing and Promotion Mat.	1,580.00
51600 · Commuter Club	
51590 · Commuter Club Incentives	5,085.00
52541 · CC Website Development	<u>747.00</u>
Total 51600 · Commuter Club	5,832.00
51804 · Annual Meeting	
51808 · Annual Member Recognition	2,700.00
51804 · Annual Meeting - Other	<u>99.73</u>
Total 51804 · Annual Meeting	2,799.73
56070 · Facebook Contests and Incentive	<u>2,370.00</u>

**SO. NATOMAS TRANSPORTATION MANAGEMENT ASSN.
Statement of Activities
For the Year Ended December 31, 2021**

Substantially All Disclosures and Statement of Functional Expenses Required by GAAP Omitted

	Jan - Dec 21
Ordinary Income/Expense	13,481.73
Total Outreach	76,136.03
Total Membership Programs & Outreach	294,719.03
Total Expense	58,304.42
Net Ordinary Income	58,304.42
Other Income/Expense	
Other Income	602.53
40200 - Interest Income	602.53
Total Other Income	602.53
Net Other Income	602.53
Net Income	58,906.95

**SO. NATOMAS TRANSPORTATION MANAGEMENT ASSN.
SUPPLEMENTAL Statement of Activities
January through December 2021**

Substantially All Disclosures and Statement of Functional Expenses Required by GAAP Omitted

	Jan - Dec 21	Budget	Jan - Dec 21	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
40120 - Miscellaneous Income	3.70	300,000.00	3.70	300,000.00	300,000.00
40102 - Tenant Dues	322,229.97	38,000.00	322,229.97	38,000.00	38,000.00
40103 - Developer Dues	30,789.78		30,789.78		
Total Income	353,023.45	338,000.00	353,023.45	338,000.00	338,000.00
Gross Profit	353,023.45	338,000.00	353,023.45	338,000.00	338,000.00
Expense					
Administrative Expenses					
Salaries and Wages					
50100 - Salary - Executive Director	85,734.53	80,924.76	85,734.53	80,924.76	80,924.76
50110 - Bonus - Executive Director	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00
50120 - Salary - Member Services Mgr	57,978.46	53,993.93	57,978.46	53,993.93	53,993.93
50130 - Bonus - Member Services Mgr	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
Total Salaries and Wages	149,712.99	140,918.69	149,712.99	140,918.69	140,918.69
Payroll Expenses					
50300 - Employee Benefits	10,004.30	16,440.00	10,004.30	16,440.00	16,440.00
50325 - Payroll Fees - Staff Resources	2,543.80	3,300.00	2,543.80	3,300.00	3,300.00
50350 - Payroll Taxes	11,786.86	10,315.00	11,786.86	10,315.00	10,315.00
50400 - Worker's Compensation Insurance	-1,421.17	1,703.00	-1,421.17	1,703.00	1,703.00
50425 - 401(k) Match	4,491.25	4,044.60	4,491.25	4,044.60	4,044.60
Total Payroll Expenses	27,405.04	35,802.60	27,405.04	35,802.60	35,802.60
Total Administrative Expenses	177,118.03	176,721.29	177,118.03	176,721.29	176,721.29
Operating Expenses					
51760 - Bad Debts	12,107.57		12,107.57		

**SO. NATOMAS TRANSPORTATION MANAGEMENT ASSN.
SUPPLEMENTAL Statement of Activities
January through December 2021**

Substantially All Disclosures and Statement of Functional Expenses Required by GAAP Omitted

Ordinary Income/Expense	Jan - Dec 21	Budget	Jan - Dec 21	YTD Budget	Annual Budget
51000 · Automobile Expense	0.00	500.00	0.00	500.00	500.00
51010 · Business Tax	0.00	110.00	0.00	110.00	110.00
51015 · Depreciation	303.00	1,200.00	303.00	1,200.00	1,200.00
51025 · Dues and Subscriptions	799.00	1,100.00	799.00	1,100.00	1,100.00
51050 · Insurance	1,431.00	2,500.00	1,431.00	2,500.00	2,500.00
51700 · Meals and Entertainment	0.00	360.00	0.00	360.00	360.00
51725 · Office Expense	2,692.59	2,400.00	2,692.59	2,400.00	2,400.00
51730 · Professional Fees					
53401 · Accounting	4,927.00	4,200.00	4,927.00	4,200.00	4,200.00
53403 · Audit	0.00	3,500.00	0.00	3,500.00	3,500.00
53404 · Computer Administration (IT)	2,936.98	1,200.00	2,936.98	1,200.00	1,200.00
53405 · Legal	198.33	600.00	198.33	600.00	600.00
43406 · Bank Service and Finance Fees	20.00		20.00		
Total 51730 · Professional Fees	8,082.31	9,500.00	8,082.31	9,500.00	9,500.00
51735 · Rent	8,768.64	8,768.76	8,768.64	8,768.76	8,768.76
51750 · Staff Seminars and Travel	20.00	500.00	20.00	500.00	500.00
52300 · Telephone and Utilities	7,260.86	4,800.00	7,260.86	4,800.00	4,800.00
Total Operating Expenses	41,464.97	31,738.76	41,464.97	31,738.76	31,738.76
Membership Programs & Outreach					
Subsidies					
51200 · Guaranteed Ride Home	0.00	600.00	0.00	600.00	600.00

**SO. NATOMAS TRANSPORTATION MANAGEMENT ASSN.
SUPPLEMENTAL Statement of Activities
January through December 2021**

Substantially All Disclosures and Statement of Functional Expenses Required by GAAP Omitted

	Ordinary Income/Expense				
	Jan - Dec 21	Budget	Jan - Dec 21	YTD Budget	Annual Budget
51400 · Vanpool Subsidy	0.00	1,320.00	0.00	1,320.00	1,320.00
51450 · Carpool Subsidy	6,800.00	18,000.00	6,800.00	18,000.00	18,000.00
51500 · Transit					
51501 · Amtrak	0.00	1,200.00	0.00	1,200.00	1,200.00
51500 · Transit - Other	1,125.00	4,500.00	1,125.00	4,500.00	4,500.00
Total 51500 · Transit	1,125.00	5,700.00	1,125.00	5,700.00	5,700.00
56010 · Bike Subsidy - Purchase	14,400.00	14,400.00	14,400.00	14,400.00	14,400.00
56015 · Bike Subsidy - Maintenance	400.00	7,200.00	400.00	7,200.00	7,200.00
56055 · Capital Improvements Program	12,442.40	15,000.00	12,442.40	15,000.00	15,000.00
56066 · Residential Car Charging Subsidy	4,861.90	5,000.04	4,861.90	5,000.04	5,000.04
56067 · Walking Subsidy	800.00	2,000.00	800.00	2,000.00	2,000.00
56068 · High Efficiency Auto Subsidy	4,350.00	9,000.00	4,350.00	9,000.00	9,000.00
56075 · Telecommute Subsidy	17,475.00	18,000.00	17,475.00	18,000.00	18,000.00
Total Subsidies	62,654.30	96,220.04	62,654.30	96,220.04	96,220.04
Programs					
56005 · Bike Safety Clinics	0.00	100.00	0.00	100.00	100.00
56008 · Bike Share Program	0.00	100.00	0.00	100.00	100.00
Total Programs	0.00	200.00	0.00	200.00	200.00
Outreach					
51505 · Property Manager Appreciation	900.00	700.00	900.00	700.00	700.00

**SO. NATOMAS TRANSPORTATION MANAGEMENT ASSN.
SUPPLEMENTAL Statement of Activities
January through December 2021**

Substantially All Disclosures and Statement of Functional Expenses Required by GAAP Omitted

	Jan - Dec 21	Budget	Jan - Dec 21	YTD Budget	Annual Budget
Ordinary Income/Expense					
51595 · Marketing and Promotion Mat.	1,580.00	9,620.00	1,580.00	9,620.00	9,620.00
51600 · Commuter Club					
51590 · Commuter Club Incentives	5,085.00	1,500.00	5,085.00	1,500.00	1,500.00
52541 · CC Website Development	747.00	2,000.00	747.00	2,000.00	2,000.00
Total 51600 · Commuter Club	5,832.00	3,500.00	5,832.00	3,500.00	3,500.00
51804 · Annual Meeting					
51808 · Annual Member Recognition	2,700.00	1,800.00	2,700.00	1,800.00	1,800.00
51804 · Annual Meeting - Other	99.73	1,000.00	99.73	1,000.00	1,000.00
Total 51804 · Annual Meeting	2,799.73	2,800.00	2,799.73	2,800.00	2,800.00
52400 · Sponsorship	0.00	1,435.00	0.00	1,435.00	1,435.00
56002 · Bike Commute Month	0.00	2,000.00	0.00	2,000.00	2,000.00
56003 · Quarterly Educational Lunches	0.00	1,200.00	0.00	1,200.00	1,200.00
56070 · Facebook Contests and Incentive	2,370.00	2,370.00	2,370.00	2,370.00	2,370.00
Total Outreach	13,481.73	23,625.00	13,481.73	23,625.00	23,625.00
Total Membership Programs & Outreach	76,136.03	120,045.04	76,136.03	120,045.04	120,045.04
Total Expense	294,719.03	328,505.09	294,719.03	328,505.09	328,505.09
Net Ordinary Income	58,304.42	9,494.91	58,304.42	9,494.91	9,494.91
Other Income/Expense					
Other Income					
40200 · Interest Income	602.53	1,440.00	602.53	1,440.00	1,440.00
Total Other Income	602.53	1,440.00	602.53	1,440.00	1,440.00
Net Other Income	602.53	1,440.00	602.53	1,440.00	1,440.00

SO. NATOMAS TRANSPORTATION MANAGEMENT ASSN.
SUPPLEMENTAL Statement of Activities
 January through December 2021

Substantially All Disclosures and Statement of Functional Expenses Required by GAAP Omitted

	Jan - Dec 21	Budget	Jan - Dec 21	YTD Budget	Annual Budget
Ordinary Income/Expense					
Net Income	58,906.95	10,934.91	88,906.95	10,934.91	10,934.91

No assurance is provided on this financial statement.

SO. NATOMAS TRANSPORTATION MANAGEMENT ASSN.
 Quarterly Investment Policy Report
 As of December 31, 2021

Business Banking Account	Total	Investment Type	Investment Return (APR)	Maturity Date
Cash in River City Checking	\$ 130,471.17	Cash/Cash Eqv	0.0.0%	NA
Business Banking Account SubTotal	\$ 130,471.17			
Business Checking Account	Total	Investment Type	Investment Return (APR)	Maturity Date
Cash in PayPal	\$ 5,039.98	Cash/Cash Eqv	0.0.0%	NA
Business Checking Account SubTotal	\$ 5,039.98			
Operating Reserve Account	Total	Investment Type	Investment Return (APR)	Maturity Date
River City Bank Liquid CD	\$ 153,775.35	Cash/Cash Eqv	0.31%	Monthly
Operating Reserve Account SubTotal	\$ 153,775.35			
Capital Investment Account	Total	Investment Type	Investment Return (APR)	Maturity Date
Change in Investment Value	\$ -			
Capital Investment Account Subtotal	\$ -			
Grand Total	\$ 289,286.50			

Average Monthly Revenue Estimate \$ -
 Average Monthly Expense Estimate \$ 30,000.00

Account	Total (\$)	Cash Flow Guidelines			
		Months Available	Minimum	Target	Maximum
Business Banking Account	\$ 130,471	4.3	2	3	4
Business Checking Account	\$ 5,040	0.2			
Operating Reserve Account	\$ 153,775	5.1	4	9	12
Capital Investment Account	\$ -	0.0	0	3	6
Total	\$ 289,287				

Account	Asset Allocation Guidelines				
	Total (\$)	Percentage	Minimum	Target	Maximum
Cash/Cash Equivalent	\$ 289,287	100%	50%	75%	100%
Fixed Income	\$ -	0%	0%	25%	40%
Equity	\$ -	0%	0%	0%	10%
Total	\$ 289,287				

**SO. NATOMAS TRANSPORTATION MANAGEMENT ASSN.
 A/R Aging Summary
 As of December 31, 2021**

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Accounting Principals, Inc.	0.00	0.00	0.00	0.00	1,827.90	1,827.90
Autism Spectrum Therapies	0.00	0.00	0.00	0.00	450.00	450.00
CA Dept Industrial Relations Appeals Bd	0.00	0.00	0.00	0.00	1,291.35	1,291.35
CA Dept of Food & Ag	0.00	0.00	0.00	0.00	320.14	320.14
CA Health & Wellness	0.00	0.00	0.00	0.00	1,942.50	1,942.50
CA Health & Wellness (1740)	0.00	0.00	0.00	0.00	5,260.80	5,260.80
CalHEERS / Deloitte	0.00	0.00	0.00	0.00	0.00	0.00
Carol Nygard & Associates	0.00	0.00	0.00	0.00	212.10	212.10
City of Sacramento	0.00	0.00	0.00	0.00	0.00	0.00
Coconut Funding	0.00	0.00	0.00	0.00	1,993.20	1,993.20
Dale Carnegie	0.00	0.00	0.00	0.00	450.00	450.00
Dan Lafontaine	0.00	0.00	0.00	0.00	0.00	0.00
Dan Parrish Insurance Services	0.00	0.00	0.00	0.00	450.00	450.00
Dept. of Food & Agriculture, State of CA	0.00	0.00	0.00	0.00	0.28	0.28
Echo Global Logistics, Inc.	0.00	0.00	0.00	0.00	1,036.20	1,036.20
Farmer's Rice Cooperative	0.00	0.00	0.00	0.00	2,250.00	2,250.00
Guest Innovations	0.00	0.00	0.00	0.00	818.25	818.25
HDR	0.00	0.00	0.00	0.00	-426.45	-426.45
Integra	0.00	0.00	0.00	0.00	2,476.50	2,476.50
Johanson & Associates	0.00	0.00	0.00	0.00	900.00	900.00
Johnstone Moyer	0.00	0.00	0.00	0.00	450.00	450.00
Lance, Soll & Lungard	0.00	0.00	0.00	0.00	450.00	450.00
Law Office of Crystal Cunningham	0.00	0.00	0.00	0.00	900.00	900.00
LicenseLogix	0.00	0.00	0.00	0.00	1,350.00	1,350.00
Melissa Aliotti	0.00	0.00	0.00	0.00	450.00	450.00
Morse, Geisler, Callister & Karlin, LLP	0.00	0.00	0.00	0.00	450.00	450.00
NetBrain Technologies, Inc.	0.00	0.00	0.00	0.00	1,382.40	1,382.40
OSI 2495	0.00	0.00	0.00	0.00	6,637.50	6,637.50
Parsons	0.00	0.00	0.00	0.00	877.50	877.50
Passport Health Communications	0.00	0.00	0.00	0.00	0.00	0.00
PG & E	0.00	0.00	0.00	0.00	5,285.40	5,285.40
PG & E Natomas Park	0.00	0.00	0.00	0.00	450.00	450.00
Quorum Technologies	0.00	0.00	0.00	0.00	900.00	900.00
Ratto Law Firm	0.00	0.00	0.00	0.00	-87.50	-87.50
River Plaza Owners Association	0.00	0.00	0.00	0.00	36,169.20	36,169.20
Sacramento Area Council Govts	0.00	0.00	0.00	0.00	0.00	0.00
Sacramento Metropolitan Air Quality	0.00	0.00	0.00	0.00	0.00	0.00
Sacramento Steps Forward	0.00	0.00	0.00	0.00	688.95	688.95
SMAQMD	0.00	0.00	0.00	0.00	5,000.00	5,000.00
SNTMA(c)	-8,057.57	0.00	0.00	0.00	-20,429.38	-28,486.95
State Farm	0.00	0.00	0.00	0.00	450.00	450.00
Sutter 2480 NP Drive	0.00	0.00	0.00	0.00	5,489.25	5,489.25
Sutter 2750	0.00	0.00	0.00	0.00	281.85	281.85
Sutter 2750, Suite 150	0.00	0.00	0.00	0.00	2,099.85	2,099.85
T-Mobile	0.00	0.00	0.00	0.00	5,591.10	5,591.10
Thanh T. Foxx, Inc.	0.00	0.00	0.00	0.00	0.00	0.00
XEROX	0.00	0.00	0.00	0.00	2,001.60	2,001.60
TOTAL	-8,057.57	0.00	0.00	0.00	78,090.49	70,032.92

