

**South Natomas TMA™
Board of Directors Meeting
Wednesday, June 10, 2020
Meeting Minutes**

I. Call to Order

SNTMA President Bill Vanderslice called the meeting to order via telephonic conference call at approximately 8:00AM on Wednesday, June 10, 2020 in Sacramento, CA. Attending were Eduardo Cavazos, Martin Christian, Dennis Deas, Jennifer Elwood, David Pavolko, Lupita Ruiz, Bill Vanderslice and SNTMA staff Stephanie Merten and Jason Vitaich.

II. Approval of Previous Meeting's Minutes

A motion was made to approve the May 13, 2020 SNTMA Board Meeting Minutes. The motion was moved by David Pavolko, seconded by Jennifer Elwood. The motion passed unanimously, 7:0.

III. New Business

A motion was made to approve the First Quarter 2020 SNTMA Financials (See attachment "A"). The motion was made by Eduardo Cavazos, seconded by Dennis Deas. The motion passed unanimously, 7:0.

Executive Director Jason Vitaich delivered the following report:

- 2020 dues collection is going well overall, with over 88% of budgeted membership having been collected as of June.

Stephanie Merten delivered the following Membership Report:

- **Commuter Club**
 - Continuing to identify enhancements
- **Campaigns and events promoted through the Commuter Club - May**
 - 5.26.2020 Programs and Benefits Email to all member companies
- **Programs - May**
 - 50 Telecommute Subsidies awarded for the month of May
 - 10 Carpool subsidies awarded for the months of May
 - 4 Low Emissions subsidies awarded for the months of May
 - 0 Transit subsidies awarded for the months of May
 - 0 Amtrak subsidies awarded for the months of May
 - 5 Bike Maintenance subsidies awarded for the months of May
 - 2 Walk subsidies awarded for the months of May
 - 0 Residential Car Charging subsidies for the months of May
 - Monthly Facebook Contest entry seven entries/six people

- **Meetings**
 - 5/1/2020 - Cleaner Air Partnership Virtual Luncheon – The Business of Air Quality
 - 5/18/2020 – WTS Virtual Luncheon SACOG’s Innovative Mobility Program
 - 5/28/2020 – Valley Vision Prosperity Strategy Webinar

- **May Is Bike Month**
 - 2020 MIBM Campaign is entirely online – first week 74 people logging miles in SNTMA section
 - SNTMA is awarding ten \$25 Natomas Bike Shop gift cards to our members logging miles/trips weekly for total of forty gift cards during May.

- **SNTMA Activities**
 - 6/3/2020 – SACOG Telework Focus Group
 - Deliver May subsidies, Facebook monthly prizes, weekly Amazon drawing gift cards, Facebook “like” winner
 - Forty \$25 Natomas Bike Shop Gift Cards
 - 6/17/2020 – Virtual Discussion – Telecommute for Companies
 - 8/19/2020 – Virtual Discussion Caltrans Managed Lanes Project
 - 11/10/2020 – Member Breakfast

IV. Adjourn

The meeting adjourned at approximately 8:45AM. The next SNTMA Board meeting is scheduled for Wednesday, July 10, 2020 at 8:00 AM via teleconference in Sacramento, CA.

Respectfully submitted,

Lupita Ruiz
SNTMA Secretary

SO. NATOMAS TRANSPORTATION MANAGEMENT ASSN.
Statement of Financial Position
As of March 31, 2020

Substantially All Disclosures Required by GAAP Omitted

	<u>Mar 31, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
10100 - Checking - River City Bank	50,134.29
10200 - Liquid CD - River City Bank	368,987.75
10400 - PayPal	4,751.88
Total Checking/Savings	<u>423,873.92</u>
Accounts Receivable	
11000 - Accounts Receivable	177,973.92
Total Accounts Receivable	<u>177,973.92</u>
Other Current Assets	
12505 - Employee Cash Advance	25.88
12501 - Prepaid Rent	730.72
Total Other Current Assets	<u>756.60</u>
Total Current Assets	<u>602,604.44</u>
Fixed Assets	
13000 - Furniture and Equipment	6,395.05
13100 - Website	5,750.00
13500 - Accumulated Depreciation	-10,362.77
Total Fixed Assets	<u>1,782.28</u>
TOTAL ASSETS	<u><u>604,386.72</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
20210 - Visa Credit Card	2,903.55
Total Credit Cards	<u>2,903.55</u>
Other Current Liabilities	
20300 - Accrued Wages	10,006.81
20400 - Deferred Revenue	263,740.74
Total Other Current Liabilities	<u>273,747.55</u>
Total Current Liabilities	<u>276,651.10</u>
Total Liabilities	276,651.10
Equity	
39000 - Net Assets	296,194.77
Net Income	31,540.85
Total Equity	<u>327,735.62</u>
TOTAL LIABILITIES & EQUITY	<u><u>604,386.72</u></u>

No assurance is provided on this financial statement.

SO. NATOMAS TRANSPORTATION MANAGEMENT ASSN.
SUPPLEMENTAL Statement of Activities
 January through March 2020

Substantially All Disclosures Required by GAAP Omitted

	Jan - Mar 20	Budget	Jan - Mar 20	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
40102 - Tenant Dues	87,913.58	87,000.00	87,913.58	87,000.00	348,000.00
40103 - Developer Dues	37,929.78	9,498.00	37,929.78	9,498.00	38,000.00
40105 - SACOG Grant	0.00	0.00	0.00	0.00	0.00
Total Income	125,843.36	96,498.00	125,843.36	96,498.00	386,000.00
Gross Profit	125,843.36	96,498.00	125,843.36	96,498.00	386,000.00
Expense					
Administrative Expenses					
Salaries and Wages					
50100 - Salary - Executive Director	21,787.50	20,231.19	21,787.50	20,231.19	80,924.76
50110 - Bonus - Executive Director	0.00	0.00	0.00	0.00	4,000.00
50120 - Salary - Member Services Mgr	14,509.95	13,498.47	14,509.95	13,498.47	53,993.93
50130 - Bonus - Member Services Mgr	0.00	0.00	0.00	0.00	2,000.00
Total Salaries and Wages	36,297.45	33,729.66	36,297.45	33,729.66	140,918.69
Payroll Expenses					
50300 - Employee Benefits	5,991.08	3,600.00	5,991.08	3,600.00	14,400.00
50325 - Payroll Fees - Staff Resources	575.52	825.00	575.52	825.00	3,300.00
50350 - Payroll Taxes	3,180.13	2,578.74	3,180.13	2,578.74	10,315.00
50400 - Worker's Compensation Insurance	216.41	415.00	216.41	415.00	1,703.00
50425 - 401(k) Match	1,088.85	1,011.15	1,088.85	1,011.15	4,044.60
Total Payroll Expenses	11,051.99	8,429.89	11,051.99	8,429.89	33,762.60
Total Administrative Expenses	47,349.44	42,159.55	47,349.44	42,159.55	174,681.29
Operating Expenses					
51000 - Automobile Expense	0.00	120.00	0.00	120.00	500.00

No assurance is provided on this financial statement.

SO. NATOMAS TRANSPORTATION MANAGEMENT ASSN.
SUPPLEMENTAL Statement of Activities
 January through March 2020

Substantially All Disclosures Required by GAAP Omitted

Ordinary Income/Expense	Jan - Mar 20	Budget	Jan - Mar 20	YTD Budget	Annual Budget
51760 - Bad Debts	15,935.30	0.00	15,935.30	0.00	0.00
51010 - Business Tax	26.00	0.00	26.00	0.00	110.00
51015 - Depreciation	488.76	300.00	488.76	300.00	1,200.00
51025 - Dues and Subscriptions	0.00	950.00	0.00	950.00	1,100.00
51050 - Insurance	0.00	0.00	0.00	0.00	2,500.00
51700 - Meals and Entertainment	17.95	90.00	17.95	90.00	360.00
51725 - Office Expense	916.87	600.00	916.87	600.00	2,400.00
51730 - Professional Fees					
53401 - Accounting	940.00	1,050.00	940.00	1,050.00	4,200.00
53403 - Audit	0.00	0.00	0.00	0.00	3,500.00
53404 - Computer Administration (IT)	1,285.52	300.00	1,285.52	300.00	1,200.00
53405 - Legal	0.00	150.00	0.00	150.00	600.00
43406 - Bank Service and Finance Fees	3.08	0.00	3.08	0.00	0.00
Total 51730 - Professional Fees	2,228.60	1,500.00	2,228.60	1,500.00	9,500.00
51735 - Rent	2,192.16	2,192.28	2,192.16	2,192.28	8,768.76
51750 - Staff Seminars and Travel	0.00	120.00	0.00	120.00	500.00
52300 - Telephone and Utilities	1,307.19	1,200.00	1,307.19	1,200.00	4,800.00
Total Operating Expenses	23,112.83	7,072.28	23,112.83	7,072.28	31,738.76
Membership Programs & Outreach					
Subsidies					
51200 - Guaranteed Ride Home	70.84	150.00	70.84	150.00	600.00

No assurance is provided on this financial statement.

SO. NATOMAS TRANSPORTATION MANAGEMENT ASSN.
SUPPLEMENTAL Statement of Activities
 January through March 2020

Substantially All Disclosures Required by GAAP Omitted

Ordinary Income/Expense	Jan - Mar 20	Budget	Jan - Mar 20	YTD Budget	Annual Budget
51400 - Vanpool Subsidy	236.00	330.00	236.00	330.00	1,320.00
51450 - Carpool Subsidy	6,550.00	8,250.00	6,550.00	8,250.00	33,000.00
51475 - RT Pass Subsidy	0.00	0.00	0.00	0.00	0.00
51500 - Transit					
51501 - Amtrak	225.00	750.00	225.00	750.00	3,000.00
51500 - Transit - Other	1,575.00	2,250.00	1,575.00	2,250.00	9,000.00
Total 51500 - Transit	1,800.00	3,000.00	1,800.00	3,000.00	12,000.00
56010 - Bike Subsidy - Purchase	0.00	0.00	0.00	0.00	14,400.00
56015 - Bike Subsidy - Maintenance	2,250.00	3,600.00	2,250.00	3,600.00	14,400.00
56055 - Capital Improvements Program	0.00	5,748.00	0.00	5,748.00	23,000.00
56066 - Residential Car Charging Subsidy	2,500.00	3,000.00	2,500.00	3,000.00	10,000.00
56067 - Walking Subsidy	400.00	2,000.00	400.00	2,000.00	2,000.00
56068 - High Efficiency Auto Subsidy	3,700.00	3,750.00	3,700.00	3,750.00	15,000.00
Total Subsidies	17,506.84	29,828.00	17,506.84	29,828.00	125,720.00
Programs					
56005 - Bike Safety Clinics	100.00	100.00	100.00	100.00	600.00
56008 - Bike Share Program	0.00	3,180.00	0.00	3,180.00	3,180.00
Total Programs	100.00	3,280.00	100.00	3,280.00	3,780.00
Outreach					
51505 - Property Manager Appreciation	0.00	0.00	0.00	0.00	700.00

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SO. NATOMAS TRANSPORTATION MANAGEMENT ASSN.
SUPPLEMENTAL Statement of Activities
 January through March 2020

Substantially All Disclosures Required by GAAP Omitted

Ordinary Income/Expense	Jan - Mar 20	Budget	Jan - Mar 20	YTD Budget	Annual Budget
51595 - Marketing and Promotion Mat.					
52550 - Ice Cream Socials	0.00	0.00	0.00	0.00	1,940.00
51595 - Marketing and Promotion Mat. - Other	1,829.14	2,405.00	1,829.14	2,405.00	9,620.00
Total 51595 - Marketing and Promotion Mat.	1,829.14	2,405.00	1,829.14	2,405.00	11,560.00
51600 - Commuter Club					
51590 - Commuter Club Incentives	451.62	375.00	451.62	375.00	1,500.00
52541 - CC Website Development	0.00	999.00	0.00	999.00	4,000.00
51600 - Commuter Club - Other	0.00	0.00	0.00	0.00	0.00
Total 51600 - Commuter Club	451.62	1,374.00	451.62	1,374.00	5,500.00
51804 - Annual Meeting					
51808 - Annual Member Recognition	0.00	0.00	0.00	0.00	1,800.00
51804 - Annual Meeting - Other	3,183.91	4,400.00	3,183.91	4,400.00	4,400.00
Total 51804 - Annual Meeting	3,183.91	4,400.00	3,183.91	4,400.00	6,200.00
52400 - Sponsorship	0.00	0.00	0.00	0.00	1,435.00
56002 - Bike Commute Month	0.00	1,500.00	0.00	1,500.00	2,000.00
56003 - Quarterly Educational Lunches	265.24	300.00	265.24	300.00	1,200.00
56070 - Facebook Contests and Incentive	780.00	930.00	780.00	930.00	2,370.00
Total Outreach	6,509.91	10,909.00	6,509.91	10,909.00	30,965.00
Total Membership Programs & Outreach	24,116.75	44,017.00	24,116.75	44,017.00	160,465.00
Total Expense	94,579.02	93,248.83	94,579.02	93,248.83	366,885.05
Net Ordinary Income	31,264.34	3,249.17	31,264.34	3,249.17	19,114.95
Other Income/Expense					

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SO. NATOMAS TRANSPORTATION MANAGEMENT ASSN.
SUPPLEMENTAL Statement of Activities
 January through March 2020

Substantially All Disclosures Required by GAAP Omitted

	Jan - Mar 20	Budget	Jan - Mar 20	YTD Budget	Annual Budget
Ordinary Income/Expense					
Other Income					
40200 - Interest Income	276.51	360.00	276.51	360.00	1,440.00
Total Other Income	276.51	360.00	276.51	360.00	1,440.00
Net Other Income	276.51	360.00	276.51	360.00	1,440.00
Net Income	31,540.85	3,609.17	31,540.85	3,609.17	20,554.95

SO, NATOMAS TRANSPORTATION MANAGEMENT ASSN.
 Quarterly Investment Policy Report
 As of March 31, 2020

Business Banking Account	Total	Investment Type	Investment Return (APR)	Maturity Date
Cash in River City Checking	\$ 50,134.29	Cash/Cash Eqv	0.0.5%	NA
Business Banking Account SubTotal	\$ 50,134.29			
Business Checking Account	Total	Investment Type	Investment Return (APR)	Maturity Date
Cash in PayPal	\$ 4,751.88	Cash/Cash Eqv	0.0.5%	NA
Business Checking Account SubTotal	\$ 4,751.88			
Operating Reserve Account	Total	Investment Type	Investment Return (APR)	Maturity Date
River City Bank Liquid CD	\$ 368,987.75	Cash/Cash Eqv	0.31%	Monthly
Operating Reserve Account SubTotal	\$ 368,987.75			
Capital Investment Account	Total	Investment Type	Investment Return (APR)	Maturity Date
Change In Investment Value	\$ -			
Capital Investment Account Subtotal	\$ -			
Grand Total	\$ 423,873.92			

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

Account	Total (\$)	Cash Flow Guidelines			
		Months Available	Minimum	Target	Maximum
Business Banking Account	\$ 50,134	1.7	2	3	4
Business Checking Account	\$ 4,752	0.2			
Operating Reserve Account	\$ 368,988	12.3	4	9	12
Capital Investment Account	\$ -	0.0	0	3	6
Total	\$ 423,874				

Account	Total (\$)	Asset Allocation Guidelines			
		Percentage	Minimum	Target	Maximum
Cash/Cash Equivalent	\$ 423,874	100%	50%	75%	100%
Fixed Income	\$ -	0%	0%	25%	40%
Equity	\$ -	0%	0%	0%	10%
Total	\$ 423,874				

SO. NATOMAS TRANSPORTATION MANAGEMENT ASSN.
A/R Aging Summary
 As of March 31, 2020

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Accounting Principals, Inc.	0.00	0.00	0.00	639.30	639.30	1,218.60
AFSCME, Council 67	0.00	0.00	0.00	450.00	0.00	450.00
Agape Villages	0.00	0.00	0.00	450.00	450.00	900.00
American Funds-c	0.00	0.00	0.00	0.00	0.00	0.00
Ameriprise Financial	0.00	0.00	450.00	0.00	0.00	450.00
Amprical Services, Inc.	0.00	0.00	0.00	450.00	0.00	450.00
Anbieter	0.00	0.00	0.00	450.00	900.00	1,350.00
AWAAL	0.00	0.00	0.00	450.00	0.00	450.00
Beach Cowdrey Jenkins	0.00	0.00	0.00	450.00	0.00	450.00
Bod Gwalt MD PC (BodyLogic MD)	0.00	0.00	0.00	450.00	0.00	450.00
BTV Crown Equities 2	0.00	0.00	0.00	450.00	0.00	450.00
CA Assoc. for Local Economic Development	0.00	0.00	0.00	450.00	0.00	450.00
CA Health & Wellness	0.00	0.00	0.00	549.70	0.00	549.70
CA Immunization Coalition (CIC)	0.00	0.00	0.00	450.00	0.00	450.00
CA Independent Oil Marketers Assoc.	0.00	0.00	0.00	450.00	0.00	450.00
CA Office of Systems Integration	0.00	0.00	0.00	1,344.75	0.00	1,344.75
CA OSI	0.00	0.00	0.00	4,013.70	0.00	4,013.70
CA OSI 300	0.00	0.00	0.00	4,205.40	0.00	4,205.40
CalHEERS	0.00	0.00	0.00	0.00	0.00	0.00
California Human Development	0.00	0.00	0.00	916.20	2,443.20	3,359.40
Californians For Quality Early Learning	0.00	0.00	0.00	450.00	1,675.00	2,325.00
Cardno	0.00	0.00	0.00	1,563.75	0.00	1,563.75
Carlson, Barbee & Gibson	0.00	0.00	0.00	615.15	0.00	615.15
Carlson, Barbee & Gibson (CB AG)	0.00	0.00	0.00	0.00	225.00	225.00
Carol Nygard & Associates	0.00	0.00	0.00	450.00	-237.90	212.10
Carollo Engineers	0.00	0.00	0.00	1,365.45	0.00	1,365.45
CH Robinson	0.00	0.00	0.00	0.00	450.00	450.00
CHELSEA, Inc.	0.00	0.00	0.00	450.00	0.00	450.00
City of Sacramento	0.00	0.00	0.00	0.00	0.00	0.00
Coconut Funding	0.00	0.00	0.00	996.60	0.00	996.60
Comcast	0.00	0.00	0.00	2,078.40	7,620.80	9,699.20
Conduent	0.00	0.00	0.00	450.00	0.00	450.00
Den Lafontaine	0.00	0.00	0.00	0.00	0.00	0.00
Den 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
EC Telecom	0.00	0.00	0.00	450.00	0.00	450.00
EDG Environment & Water, Inc.	0.00	0.00	0.00	450.00	450.00	900.00
Esquire Deposition Solutions	0.00	0.00	0.00	167.44	0.00	167.44
Family Resource Center of CA	0.00	0.00	0.00	450.00	0.00	450.00
Farmer's Rice Cooperative	0.00	0.00	0.00	2,250.00	2,250.00	4,500.00
Gallagher Bassett Services, Inc.	0.00	0.00	0.00	0.00	2,110.80	2,110.80
Global Options, Inc.	0.00	0.00	0.00	450.00	900.00	1,350.00
HDR	0.00	0.00	0.00	0.00	-426.45	-426.45
Health Now	0.00	0.00	0.00	1,034.70	0.00	1,034.70
HHS Technology Group	0.00	0.00	0.00	450.00	0.00	450.00
Honeywell International	0.00	0.00	0.00	997.05	997.05	1,994.10
Image Source	0.00	0.00	0.00	450.00	0.00	450.00
Integra	0.00	0.00	0.00	1,495.50	990.60	2,475.50
Integrated Charts, Inc.	0.00	0.00	0.00	450.00	0.00	450.00
Jacobs	0.00	0.00	0.00	6,606.10	0.00	6,606.10
JAMS	0.00	0.00	0.00	1,055.25	0.00	1,055.25
Johanson & Associates	0.00	0.00	0.00	450.00	0.00	450.00
John Zink Company, LLC	0.00	0.00	0.00	1,700.55	0.00	1,700.55
Judicial Council 2000	0.00	0.00	0.00	450.00	0.00	450.00
JUDICIAL COUNCIL OF CALIFORNIA	0.00	0.00	0.00	2,739.45	0.00	2,739.45
Kitchell	0.00	0.00	0.00	1,612.20	0.00	1,612.20
Konica Minolta Business Solutions	0.00	0.00	0.00	450.00	0.00	450.00
Law Office of Crystal Cunningham	0.00	0.00	0.00	450.00	0.00	450.00
Lewis, Bristol, Blagard & Smith, LLP	0.00	0.00	0.00	4,116.30	4,116.30	8,232.60
LicenseLogix	0.00	0.00	0.00	450.00	450.00	900.00
Low, McKinley, Baker & Salerno, LLP	0.00	0.00	0.00	1,291.65	0.00	1,291.65
Melissa Abbott	0.00	0.00	0.00	450.00	0.00	450.00
Michael Sullivan & Associates	0.00	0.00	0.00	1,020.15	0.00	1,020.15
Motor Vehicle Software Corp.	0.00	0.00	0.00	450.00	0.00	450.00
Mull MacDonald	0.00	0.00	0.00	735.00	735.00	1,470.00
NCS Pearson, Inc.	0.00	0.00	0.00	545.70	0.00	545.70
NellBrain Technologies, Inc.	0.00	0.00	0.00	450.00	0.00	450.00
New Horizons Computer	0.00	0.00	0.00	1,760.35	4,129.67	5,890.02
Office of Systems Integration (OSI)	0.00	0.00	0.00	2,294.40	1,580.40	3,874.80
Passport Health Communications	0.00	0.00	0.00	2,054.70	0.00	2,054.70

**SO. NATOMAS TRANSPORTATION MANAGEMENT ASSN.
 A/R Aging Summary
 As of March 31, 2020**

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
PSK Architects, Inc.	0.00	0.00	0.00	1,023.75	0.00	1,023.75
Phlebotomy Training Specialists, LLC	0.00	0.00	0.00	450.00	0.00	450.00
Premier Home Health Care & Hospice	0.00	0.00	0.00	450.00	0.00	450.00
Quorum Technologies	0.00	0.00	0.00	450.00	900.00	1,350.00
Rand Worldwide	0.00	0.00	0.00	450.00	0.00	450.00
Ratto Law Firm	0.00	0.00	0.00	557.70	-57.50	500.20
River Plaza Owners Association	0.00	0.00	0.00	19,706.40	0.00	19,706.40
Sac Region Comm To End Homelessness	0.00	0.00	0.00	450.00	1,875.00	2,325.00
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	-500.00	-500.00
Silva, William A. (Ameriprise)	0.00	0.00	0.00	450.00	0.00	450.00
SMAQMD	0.00	0.00	0.00	0.00	5,000.00	5,000.00
Sojourn Hospice & Palliative Care	0.00	0.00	0.00	450.00	0.00	450.00
State Street	0.00	0.00	0.00	10,143.00	0.00	10,143.00
Sutter 2480 NP Drive	0.00	0.00	0.00	0.00	5,400.00	5,400.00
Sutter 2700	0.00	0.00	0.00	11,862.00	0.00	11,862.00
Sutter 2880 (MLJ)	0.00	0.00	0.00	3,050.59	0.00	3,050.59
Sutter 2890	0.00	0.00	0.00	1,341.94	0.00	1,341.94
Sutter Suite 150	0.00	0.00	0.00	0.00	2,099.85	2,099.85
T-Mobile	0.00	0.00	0.00	2,795.55	0.00	2,795.55
Target Excellence	0.00	0.00	0.00	450.00	-450.00	900.00
Thanh T. Fozz, Inc.	0.00	0.00	0.00	0.00	0.00	0.00
Vall Cooper & Associates	0.00	0.00	0.00	450.00	0.00	450.00
Veritext (Allen Welch)	0.00	0.00	0.00	450.00	0.00	450.00
Vine Solutions, Inc. 2	0.00	0.00	0.00	450.00	0.00	450.00
Wells Fargo	0.00	0.00	0.00	3,072.15	0.00	3,072.15
Witney & O'Reilly	0.00	0.00	0.00	507.05	-450.00	1,057.05
XEROX	0.00	0.00	0.00	1,000.80	1,000.80	2,001.60
Zenify	0.00	0.00	0.00	1,351.20	0.00	1,351.20
TOTAL	0.00	0.00	450.00	127,866.72	49,657.20	177,973.92