

## RGS EXECUTIVE COMMITTEE AGENDA

*Agenda materials may be viewed on the Agency's web site or by contacting the Executive Director prior to the meeting.*

**REGULAR MEETING**  
**September 15, 2016**  
**1:00 p.m.**

**Leshler Center for the Arts**  
**Encore Room**  
1601 Civic Drive  
Walnut Creek, CA 94596

**1. CALL TO ORDER**

**2. PUBLIC COMMENT**

Each speaker is limited to two minutes. If you are addressing the Executive Committee (EC) on a non-agenda item, the EC may briefly respond to statements made or questions posed as allowed by the Brown Act (Government Code Section 54954.2). However, the EC's general policy is to refer items to staff for attention, or have a matter placed on a future EC agenda for a more comprehensive action or report.

**3. APPROVAL OF CONSENT AGENDA**

Consent agenda items are considered to be routine and will be enacted by one motion. There will be no separate discussion on these items unless members of the Executive Committee, staff or public request specific items to be removed for separate action.

- A. Approval of **May 19, 2016** Minutes
- B. Approval of RGS Position Listings
- C. Approval of Regularly Scheduled Meetings Calendar
- D. Approval of Payments and Deposits made April 2016 through August 2016
- E. Approval of Investments Report through August 2016
- F. Approval of Management Services Agreements

*Action*

**4. TREASURER'S REPORT**

- A. Review of Preliminary Fiscal-Year-To-Date Financial Reports through June 2016

*Information*

**5. OLD BUSINESS - None**

**6. NEW BUSINESS – None**

**7. EXECUTIVE DIRECTOR, COMMITTEE, MSA AND MEMBER REPORTS**

- A. Executive Director: EE loan;
- B. Members:

*Information*  
*Information*

**8. ADJOURN**

**The next Regular Meeting will take place on November 17, 2016 at 10:00 a.m. in Yountville.**

**Americans with Disabilities Act**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Richard Averett at (650) 587-7301. Notification in advance of the meeting will enable Agency to make reasonable arrangements to ensure accessibility.

**REGIONAL GOVERNMENT SERVICES AUTHORITY  
EXECUTIVE COMMITTEE MINUTES  
MAY 19, 2016**

The Regional Government Services Authority held a regular meeting of the Executive Committee on May 19, 2016 at the Central Marin Police Authority Community Room. The meeting was called to order at 3:52 p.m.

**1. CALL TO ORDER**

Members Present: Ken Nordhoff, Chair  
Dan Schwarz, Vice-Chair  
Steve Rogers, Member  
Julie Carter, Alternate Member  
Members Absent: Mike Garvey, Member  
Other Attendees: Richard Averett, Executive Director  
Jennifer Bower, Director of Administrative Services  
Tara Sanders, Assistant Clerk of the Board

**A. Election of Officers**

**Action:** Nomination of Ken Nordhoff as Chair and Dan Schwarz as Vice-Chair. Moved and seconded (Schwarz/Carter) to elect Nordhoff as Chair and Schwarz as Vice-Chair.  
**AYES:** Nordhoff, Schwarz, Rogers, Carter  
**NOES:** None  
**ABSTAIN:** None

**2. PUBLIC COMMENT – None**

**3. APPROVAL OF CONSENT AGENDA**

A. Approval of **February 18, 2016** Minutes  
B. Approval of Payments and Deposits made January 2016 through March 2016  
C. Approval of Investments Report through March 2016  
D. Approval of Regularly Scheduled Meetings Calendar  
E. Acceptance of RGS Position Listings  
F. Approval of Management Services Agreements  
**Action:** Moved and seconded (Schwarz/Rogers) to approve consent agenda.  
**AYES:** Nordhoff, Schwarz, Rogers, Carter  
**NOES:** None  
**ABSTAIN:** None

**4. TREASURER'S REPORT**

A. Review of Preliminary Fiscal-Year-To-Date Financial Reports through March 2016  
Executive Director Averett reviewed the preliminary year-to-date financial reports, noting that the JPA's performance is on track to achieve the results forecasted in the FY17 budget report approved by the Board. A slightly positive performance by year-end is expected. This is an information item and no action was taken.  
B. Authorization to Extend External Auditor Engagement  
**Action:** Moved and seconded (Schwarz/Carter) to approve extending external auditor engagement.  
**AYES:** Nordhoff, Schwarz, Rogers, Carter  
**NOES:** None  
**ABSTAIN:** None

**5. OLD BUSINESS – None**

**6. NEW BUSINESS**

A. Authorize Executive Director to Enter into Procurement Agreements

The Committee discussed the proposed action and suggested the Executive Director use his existing authority to use the employment contract process (including employee loans) to address the immediate need.

**Action:** Moved and seconded (Schwarz/Carter) to postpone the proposed action.

**AYES:** Nordhoff, Schwarz, Rogers, Carter

**NOES:** None

**ABSTAIN:** None

**7. EXECUTIVE DIRECTOR, COMMITTEE, MSA AND MEMBER REPORTS**

A. Executive Director: none.

B. Members: none.

**8. ADJOURNMENT** – The meeting adjourned at 4:04 p.m. The next regular meeting is scheduled for August 18, 2016 at 1:00 p.m. in Walnut Creek.

## RGS Position Listings

Job Title	Base Department	Status Full Time
CEO - Urban	1000-000 - RGS Admin-General Hours	1
Department Director - Urban	1000-000 - RGS Admin-General Hours	0.93
Administrative Support	1000-000 - RGS Admin-General Hours	0.56
Project Advisor	1001-000 - RGS Finance-General Hours	0.29
Technical Specialist - Urban	1001-000 - RGS Finance-General Hours	0.72
Manager of Financial Operations	1001-000 - RGS Finance-General Hours	1
Project Advisor	1001-000 - RGS Finance-General Hours	0.25
Program Advisor	1002-000 - RGS HR-Payroll Genl Hrs	0.33
Program Advisor	1002-000 - RGS HR-Payroll Genl Hrs	1
Technical Assistant	1002-000 - RGS HR-Payroll Genl Hrs	0.63
Technical Specialist - Urban	1002-000 - RGS HR-Payroll Genl Hrs	0.47
Senior Advisor	1003-000 - RGS Training Dev-Prep	0.14
Advisor	1003-000 - RGS Training Dev-Prep	0.02
Intern	1010-000 - RGS Advisors-General Hours	0.5
Advisor	1010-000 - RGS Advisors-General Hours	0.13
Program Advisor	1010-000 - RGS Advisors-General Hours	0.55
Project Advisor	1010-000 - RGS Advisors-General Hours	0.2
Program Advisor	1010-000 - RGS Advisors-General Hours	0.2
Advisor	1010-000 - RGS Advisors-General Hours	0.75
Senior Advisor	1010-000 - RGS Advisors-General Hours	0.1
Program Advisor	1010-000 - RGS Advisors-General Hours	1
Department Director - Urban	1010-000 - RGS Advisors-General Hours	0.2
Coordinating Advisor	1010-000 - RGS Advisors-General Hours	0.2
Intern	1010-000 - RGS Advisors-General Hours	0.5
Senior Advisor	1010-000 - RGS Advisors-General Hours	0.2
Department Director - Urban	1010-000 - RGS Advisors-General Hours	1
Advisor	1010-000 - RGS Advisors-General Hours	0.05
Senior Advisor	1010-000 - RGS Advisors-General Hours	1
Advisor	1010-000 - RGS Advisors-General Hours	0.25
Program Advisor	1010-000 - RGS Advisors-General Hours	0.1
Technical Assistant	1010-000 - RGS Advisors-General Hours	0.09
Advisor	1010-000 - RGS Advisors-General Hours	0.2
Program Advisor	1010-000 - RGS Advisors-General Hours	0.25
Program Advisor	1010-000 - RGS Advisors-General Hours	0.52
Project Advisor	1010-000 - RGS Advisors-General Hours	0.65
Project Advisor	1010-000 - RGS Advisors-General Hours	0.8
Advisor	1010-000 - RGS Advisors-General Hours	0.3
Senior Advisor	1010-000 - RGS Advisors-General Hours	0.5
Advisor	1010-000 - RGS Advisors-General Hours	0.2
Advisor	1010-000 - RGS Advisors-General Hours	0.72
Program Advisor	1010-000 - RGS Advisors-General Hours	0.25
Technical Specialist	1010-000 - RGS Advisors-General Hours	1
Senior Advisor	1010-000 - RGS Advisors-General Hours	0.17
Program Advisor	1010-000 - RGS Advisors-General Hours	0.25
Senior Advisor	1010-000 - RGS Advisors-General Hours	0.05
Technical Specialist	1010-000 - RGS Advisors-General Hours	1

## RGS Position Listings

Senior Advisor	1010-000 - RGS Advisors-General Hours	0.25
Project Advisor	1010-000 - RGS Advisors-General Hours	0.2
Project Advisor	1010-000 - RGS Advisors-General Hours	0.25
Program Advisor	1010-000 - RGS Advisors-General Hours	0.15
Advisor	1010-000 - RGS Advisors-General Hours	0.75
Program Advisor	1010-000 - RGS Advisors-General Hours	0.9
Senior Advisor	1010-000 - RGS Advisors-General Hours	0.8
Advisor	1010-000 - RGS Advisors-General Hours	0.2
Advisor	1010-000 - RGS Advisors-General Hours	0.2
Program Advisor	1010-000 - RGS Advisors-General Hours	0.2
Senior Advisor	1010-000 - RGS Advisors-General Hours	0.75
Coordinating Advisor	1010-000 - RGS Advisors-General Hours	1
Project Advisor	1010-000 - RGS Advisors-General Hours	0.43
Intern	1010-000 - RGS Advisors-General Hours	0.5
Senior Advisor	1010-000 - RGS Advisors-General Hours	0.34
Project Advisor	1010-000 - RGS Advisors-General Hours	0.2
Senior Advisor	1010-000 - RGS Advisors-General Hours	0.05
Advisor	1010-000 - RGS Advisors-General Hours	0.2
Program Advisor	1010-000 - RGS Advisors-General Hours	0.2
Advisor	1010-000 - RGS Advisors-General Hours	25
Advisor	1010-000 - RGS Advisors-General Hours	0.3
Program Advisor	1010-000 - RGS Advisors-General Hours	0.4
Project Advisor	1010-000 - RGS Advisors-General Hours	0.5
Senior Advisor	1130-000 - Larkspur-General Hours	0.75
Technical Specialist - Urban	1180-000 - Rocklin-General Hours	0.6
Technical Specialist - Urban	1180-002 - Rocklin Insp Svcs	0.91
Program Coordinator	1190-000 - RP-General Hours	0.4
Department Director - Urban	1200-000 - San Rafael-General Hours	1
Program Coordinator	1240-000 - Walnut Creek-General Hours	0.46
Senior Advisor	1250-000 - Yountville-General Hours	0.68
Technical Specialist	1250-000 - Yountville-General Hours	0.35
Technical Assistant	1260-000 - C-IV-General Hours	1
Project Advisor	1260-000 - C-IV-General Hours	1
Project Advisor	1260-000 - C-IV-General Hours	1
Technical Specialist	1260-000 - C-IV-General Hours	1
Technical Assistant	1260-000 - C-IV-General Hours	1
Program Coordinator	1260-000 - C-IV-General Hours	1
Technical Assistant	1260-000 - C-IV-General Hours	1
Program Advisor	1260-000 - C-IV-General Hours	1
Technical Specialist	1260-000 - C-IV-General Hours	1
Technical Specialist	1260-000 - C-IV-General Hours	1
Technical Specialist	1260-000 - C-IV-General Hours	1
Technical Assistant	1260-000 - C-IV-General Hours	1
Technical Assistant	1260-000 - C-IV-General Hours	1
CEO - Urban	1260-001 - C-IV M&O	1
Program Coordinator	1320-000 - MERA-General Hours	0.16
CEO - Urban	1320-000 - MERA-General Hours	0.58

## RGS Position Listings

Senior Advisor	1320-000 - MERA-General Hours	0.15
Program Coordinator	1330-000 - MGSA-General Hours	0.7
Program Advisor	1380-000 - TAM-General Hours	1
Program Advisor	1380-008 - TAM-Measure A - 4 Prog Admin	1
Technical Specialist	1410-000 - Cent Marin Police Auth-Gen Hrs	0.1
Program Advisor	1470-000 - Marin County-General Hours	0.6
Project Advisor	1590-000 - South San Francisco-Gen Hrs	0.45
Advisor	1640-000 - WETA - General Hours	0.2
Program Advisor	1810-000 - Winters-General Hours	0.73
Senior Advisor	1830-000 - Benicia-General Hours	0.4
Coordinating Advisor	1900-000 - Vacaville-General Hours	0.38
Senior Advisor	2060-000 - Novato-General Hours	0.25
Administrative Support - Urban	2250-000 - Contra Costa Transit-General H	0.75
Program Coordinator	2580-000 - Berkeley-General Hours	1
<b>FTE</b>		<b>82.59</b>
<b>Employee Count</b>		<b>107</b>

**TO:** EXECUTIVE COMMITTEE **EC Meeting: 9-15-2016**  
**FROM:** TIFFANY BURAGLIO, Executive Assistant **Item: 3C**  
**SUBJECT: EXECUTIVE COMMITTEE AND BOARD OF DIRECTORS MEETINGS**

**Meeting Schedule**

The following are regularly scheduled meetings for the upcoming years, along with special topics to be discussed. Quarterly meetings are conducted in person at a Member Agency site on the third Thursday of the month, starting at 1:00 p.m. unless noted below.

Date	EXEC COMM	BOARD	Special Topics	Location	Notes
<b>2016</b>					
September 15 (Thursday)	RGS LGS	RGS LGS MSA	Admin & Financial Policies, Conflict of Interest (even years)	Walnut Creek	
November 17-18 (Thursday)	RGS LGS	MSA	FY16 Audited Financial Statements; Workshop: Strategic Planning and Agency 5-Year Goals	Yountville	
<b>2017</b>					
February 16 (Thursday)	RGS LGS	MSA	Personnel Rules, Regulations & Policies	Dublin	
May 18 (Thursday)	RGS LGS	MSA	FY18 Budget & MSA rates; Admin & Financial Policies, Conflict of Interest (even years), Executive Director Compensation Committee	Larkspur	
August 17 (Thursday)	RGS LGS	RGS LGS MSA	Election of Officers (all)	Walnut Creek	
November 16 (Thursday)	RGS LGS	MSA	FY17 Audited Financial Statements; Strategic Planning and Agency 5- Year Goals	Yountville	
<b>2018</b>					
February 15 (Thursday)	RGS LGS	MSA	Personnel Rules, Regulations & Policies	Dublin	
May 17 (Thursday)	RGS LGS	MSA	FY19 Budget & MSA rates; Admin & Financial Policies, Conflict of Interest (even years), Executive Director Compensation Committee	Larkspur	
August 16 (Thursday)	RGS LGS	MSA	Election of Officers (all)	Walnut Creek	

**TO:** EXECUTIVE COMMITTEE **EC Meeting: 09-15-2016**  
**FROM:** Richard Averett, CFO **Item: 3D**  
**SUBJECT: PAYMENTS AND DEPOSITS – APRIL 2016 THROUGH AUGUST 2016**

**RECOMMENDATION**

Review and approve expenditures made by the JPA for the period indicated.

**BACKGROUND**

The Executive Committee reviews and approves expenditures made by the JPA on a quarterly basis. This approval process is a component of JPA internal controls. Deposit history is also included in the list.

The following procedures are being implemented to maintain effective internal controls.

1. Invoices are received by staff.
2. JPA staff review invoices for accuracy and assignment to correct general ledger accounts.
3. The Executive Director or designee reviews, prints and signs/authorizes checks. All payments, including electronic payments, are reviewed by the Executive Director in a weekly disbursement report submitted by the Finance Department. This report contains all disbursements from the previous week. Information provided includes: date of transaction, amount, vendor or recipient, method of payment, identity of first and second staff approvers, and check or journal number.
4. All payments are brought to the next regular meeting of Executive Committee (or Board of Directors) meeting for review and approval.

**FISCAL IMPACT**

The net impact of all payments and deposits made this period maintains a minimal bank cash balance consistent with meeting funding obligations, while maximizing interest earnings in the Rabobank money market account, in the Local Agency Investment Fund (LAIF) investment pool and in the CalTrust medium term and short term investment pools. Staff seeks to minimize bank charges at all times.

The fiscal impact of approving the attached list of expenditures is included in the approved budget or in subsequently approved action by the Board/Executive Committee.



Regional Government Services  
Transactions by Account

As of August 31, 2016

110060 · Rabobank Checking Account

Type	Date	Num	Name	Memo	Amount	Balance
						99,815.11
Deposit	04/01/2016			Deposit	3,363.85	103,178.96
Payment	04/04/2016	5477	Nannette Brown		18.17	103,197.13
Payment	04/04/2016	169482	Mill Valley		2,141.25	105,338.38
Payment	04/04/2016	135571	Oakdale		3,080.64	108,419.02
Payment	04/04/2016	620196	San Bernardino Assoc Govts		78.75	108,497.77
Payment	04/04/2016	39630	Union City		12,115.00	120,612.77
Payment	04/04/2016	337424	Walnut Creek		575.00	121,187.77
Check	04/04/2016	ZBA	LGS		-336.00	120,851.77
Transfer	04/05/2016			Funds Transfer	435,000.00	555,851.77
Check	04/05/2016	120	Franchise Tax Board		-653.07	555,198.70
Deposit	04/06/2016			Deposit	140,000.00	695,198.70
Deposit	04/06/2016			Deposit	6,949.89	702,148.59
Transfer	04/06/2016			Funds Transfer	-110,000.00	592,148.59
General Journal	04/06/2016	992		3/31/16 net pay	-272,085.74	320,062.85
Check	04/06/2016	ZBA	LGS		-112,309.15	207,753.70
General Journal	04/07/2016	993		3/31/16 payroll taxes and fees	-97,845.86	109,907.84
Check	04/07/2016	ZBA	LGS		-43,583.99	66,323.85
Deposit	04/11/2016			Deposit	15,291.00	81,614.85
Payment	04/11/2016	15270102	Michael Bush		1,484.79	83,099.64
Payment	04/11/2016	121042	Albany		3,657.50	86,757.14
Payment	04/11/2016	22248	Avalon		4,722.95	91,480.09
Payment	04/11/2016	46270	San Mateo Harbor Dist		42,371.26	133,851.35
Payment	04/11/2016	22380	Dyett & Bhatia		8,537.50	142,388.85
Payment	04/11/2016	107494	Kittelson & Associates, Inc.		3,825.00	146,213.85
General Journal	04/12/2016	995		3/31/16 UTC 401a remittance	-38,534.72	107,679.13
General Journal	04/12/2016	995		3/31/16 UTC 457 remittance	-18,723.45	88,955.68
Bill Pmt -Check	04/12/2016	5224	Employment Research Services		-3,267.58	85,688.10
Bill Pmt -Check	04/12/2016	5225	Flashbay Inc.		-1,996.97	83,691.13
Bill Pmt -Check	04/12/2016	5226	Mary E Uzupis		-31,937.50	51,753.63
Bill Pmt -Check	04/12/2016	5227	Modesto Con		-135.00	51,618.63
Bill Pmt -Check	04/12/2016		Tracker RMS	QuickBooks generated zero amount transaction for bill payme	0.00	51,618.63
Check	04/12/2016	ZBA	LGS		-7,103.60	44,515.03
Check	04/12/2016			Service Charge	-199.80	44,315.23
Deposit	04/15/2016			Deposit	14,500.00	58,815.23
General Journal	04/15/2016	1034		2016-02&03 FSA admin fee	-239.30	58,575.93
General Journal	04/15/2016	1035		03/31/16 FSA contribution	-1,890.23	56,685.70
Payment	04/18/2016	55367	Hillsborough		5,700.00	62,385.70
Payment	04/18/2016	55193	Rocklin		6,384.19	68,769.89
Payment	04/18/2016	231350	Rohnert Park		5,168.00	73,937.89
Payment	04/18/2016	499524	Vacaville		17,160.00	91,097.89
Check	04/18/2016	ZBA	LGS		-16,966.72	74,131.17
Bill Pmt -Check	04/19/2016	5228	Tracker RMS		-9,620.00	64,511.17
Check	04/19/2016	ZBA	LGS		-336.00	64,175.17
Payment	04/20/2016	51680	Colfax		3,467.50	67,642.67
Transfer	04/20/2016			Funds Transfer	155,000.00	222,642.67
Check	04/20/2016	121	Franchise Tax Board		-583.68	222,058.99
Transfer	04/21/2016			Funds Transfer	165,000.00	387,058.99
General Journal	04/21/2016	1004		04/15/16 net pay	-233,365.82	153,693.17
Check	04/21/2016	ZBA	LGS		-53,480.78	100,212.39
General Journal	04/22/2016	1005		04/15/16 payroll taxes and fees	-77,717.37	22,495.02
Check	04/22/2016	ZBA	LGS		-19,225.44	3,269.58

## Regional Government Services Transactions by Account

As of August 31, 2016

Type	Date	Num	Name	Memo	Amount	Balance
Payment	04/24/2016	22981	Belvedere		1,330.00	4,599.58
Payment	04/24/2016	249333	South San Francisco		2,728.00	7,327.58
Deposit	04/25/2016			Deposit	24,295.65	31,623.23
Payment	04/25/2016	2000688567	LGS		30,850.96	62,474.19
Payment	04/25/2016	22320	Avalon		7,480.00	69,954.19
Payment	04/25/2016	24022	Cameron Park CSD		2,125.00	72,079.19
Payment	04/25/2016	43679	Colma		5,895.00	77,974.19
Payment	04/25/2016	30817	Municipal Pooling Auth		9,585.00	87,559.19
Payment	04/25/2016	51061	Piedmont		16,280.00	103,839.19
Payment	04/25/2016	46327	San Mateo Harbor Dist		46,520.40	150,359.59
Payment	04/25/2016	316905	San Rafael		23,550.00	173,909.59
Payment	04/25/2016	145064	Sausalito		3,440.85	177,350.44
Payment	04/25/2016	59515	Vallejo Sanitation		6,800.00	184,150.44
Payment	04/25/2016	46329	Yountville		49,591.44	233,741.88
General Journal	04/25/2016	1033		T Phillips PPE 4-30-16	-1,556.87	232,185.01
Payment	04/26/2016	2000688811	Marin County		840.00	233,025.01
Bill Pmt -Check	04/26/2016	5229	CAHM & PC		-100.00	232,925.01
Bill Pmt -Check	04/26/2016	5230	GODBE CORPORATION	VOID:	0.00	232,925.01
Bill Pmt -Check	04/26/2016	5231	Meyers Nave		-17,371.43	215,553.58
Bill Pmt -Check	04/26/2016	5232	Siskind Susser, PC		-5,445.00	210,108.58
Bill Pmt -Check	04/26/2016	5233	Tripepi Smith & Associates		-4,957.50	205,151.08
General Journal	04/26/2016	1014		Health Ins Actives premium 2016-04	-25,736.59	179,414.49
General Journal	04/26/2016	1015		Dental premium 2016-04	-6,597.40	172,817.09
General Journal	04/26/2016	1016		Health Ins Actives premium 2016-04	-54,354.34	118,462.75
General Journal	04/26/2016	1016		Health Ins COBRA premium 2016-04	-1,322.50	117,140.25
General Journal	04/26/2016	1018		Vision premium pmt 2016-04	-1,060.43	116,079.82
General Journal	04/27/2016	1013		4/15/16 UTC 401a remittance	-33,882.63	82,197.19
General Journal	04/27/2016	1013		4/15/16 UTC 457 remittance	-19,470.18	62,727.01
Check	04/27/2016	ZBA	LGS		-4,814.96	57,912.05
Payment	04/28/2016	2490341	San Luis Obispo		18,600.00	76,512.05
Payment	04/28/2016	68597	Larkspur		13,404.26	89,916.31
Payment	04/28/2016	1547794	Sonoma County Library		5,740.00	95,656.31
Payment	04/28/2016	990588156	Stanislaus Council of Govts		5,000.00	100,656.31
Transfer	04/29/2016			Funds Transfer	-50,000.00	50,656.31
General Journal	04/29/2016	1017		Life and Disability premium for 2016-04	-2,541.55	48,114.76
Payment	04/29/2016	7051	SBWMA		0.00	48,114.76
Deposit	04/29/2016			Deposit	3,713.30	51,828.06
General Journal	04/29/2016	1036		04/15/16 FSA contribution	-1,827.80	50,000.26
Payment	05/02/2016	121264	Albany		3,990.00	53,990.26
Payment	05/02/2016	8831275	C - IV		12,349.00	66,339.26
Payment	05/02/2016	8830117	C - IV		154,267.72	220,606.98
Payment	05/02/2016	68353	Cotati		1,537.75	222,144.73
Payment	05/02/2016	180691	Gilroy		8,976.00	231,120.73
Payment	05/02/2016	107795	Kittelson & Associates, Inc.		825.00	231,945.73
Payment	05/02/2016	801200017	MERA		5,766.51	237,712.24
Payment	05/02/2016	94360	Novato		19,500.00	257,212.24
Payment	05/02/2016	135783	Oakdale		3,345.64	260,557.88
Payment	05/02/2016	620438	San Bernardino Assoc Govts		121.80	260,679.68
Payment	05/02/2016	3016611	Ukiah		21,420.00	282,099.68
Payment	05/02/2016	499908	Vacaville		13,535.00	295,634.68
Payment	05/02/2016	338252	Walnut Creek		5,016.00	300,650.68
Payment	05/02/2016	73311	Windsor		25.92	300,676.60

## Regional Government Services Transactions by Account

As of August 31, 2016

Type	Date	Num	Name	Memo	Amount	Balance
Payment	05/02/2016	5479	Nannette Brown		18.17	300,694.77
Check	05/02/2016	ZBA	LGS		-11,403.21	289,291.56
Transfer	05/04/2016			Funds Transfer	200,000.00	489,291.56
Check	05/04/2016	123	Franchise Tax Board		-463.76	488,827.80
General Journal	05/04/2016	1069		Superior Press Check Printing Chg	-116.92	488,710.88
Payment	05/05/2016	32807	Dublin		3,375.00	492,085.88
Payment	05/05/2016	55465	Hillsborough		5,062.50	497,148.38
Payment	05/05/2016	61917	WETA		1,493.50	498,641.88
Payment	05/05/2016	990588630	Stanislaus Council of Govts		10,855.00	509,496.88
Payment	05/05/2016	44907	Winters		4,410.00	513,906.88
General Journal	05/05/2016	1021		4/30/16 net pay	-237,845.70	276,061.18
Check	05/05/2016	ZBA	LGS		-47,692.43	228,368.75
General Journal	05/06/2016	1022		4/30/16 payroll taxes and fees	-76,573.75	151,795.00
Check	05/06/2016	ZBA	LGS		-16,442.34	135,352.66
Bill Pmt -Check	05/09/2016	5234	GODBE CORPORATION		-34,675.00	100,677.66
Deposit	05/09/2016			Deposit	15,291.00	115,968.66
Payment	05/09/2016	244157	Benicia		187.50	116,156.16
Payment	05/09/2016	902722	Central Marin Police Auth		1,077.28	117,233.44
Payment	05/09/2016	158757	Contra Costa Transit		1,722.00	118,955.44
Payment	05/09/2016	43130	Danville		1,000.00	119,955.44
Payment	05/09/2016	55378	Rocklin		11,829.35	131,784.79
Payment	05/09/2016	46409	San Mateo Harbor Dist		2,292.59	134,077.38
Deposit	05/09/2016			Deposit	1,233.99	135,311.37
Bill Pmt -Check	05/10/2016	5235	City of Foster City	CalOpps Annual Fee	-2,000.00	133,311.37
Bill Pmt -Check	05/10/2016	5236	Employment Research Services		-1,202.57	132,108.80
Bill Pmt -Check	05/10/2016	5237	Mary E Uzupis		-35,878.03	96,230.77
Bill Pmt -Check	05/10/2016	5238	One Ergo Net		-395.00	95,835.77
Bill Pmt -Check	05/10/2016	5239	Scott N. Kivel		-12,875.08	82,960.69
General Journal	05/10/2016	1024		4/30/16 UTC 401a remittance	-33,261.48	49,699.21
General Journal	05/10/2016	1024		4/30/16 UTC 457 remittance	-18,980.02	30,719.19
Check	05/10/2016	ZBA	LGS		-4,664.26	26,054.93
General Journal	05/10/2016	1063		4/30/16 FSA contribution	-1,838.98	24,215.95
Check	05/10/2016			Service Charge	-155.17	24,060.78
Payment	05/11/2016	2491809	SLOCOG Pub Ed Svc		16,022.52	40,083.30
General Journal	05/11/2016	1026		Health Ins Actives premium 2016-05	-25,736.59	14,346.71
Payment	05/12/2016	22977	Calistoga		1,582.75	15,929.46
Payment	05/12/2016	990589151	Stanislaus Council of Govts		7,125.00	23,054.46
Payment	05/12/2016	1540	CFASC		1,031.75	24,086.21
Payment	05/13/2016	40293	Half Moon Bay		3,105.00	27,191.21
Payment	05/13/2016	63965	City of Industry		17,746.25	44,937.46
General Journal	05/13/2016	1027		Dental premium 2016-05	-3,938.95	40,998.51
General Journal	05/13/2016	1028		Health Ins Actives premium 2016-05	-23,540.38	17,458.13
General Journal	05/13/2016	1029		Vision premium pmt 2016-05	-601.07	16,857.06
Deposit	05/13/2016			Deposit	14,500.00	31,357.06
Check	05/16/2016	ZBA	LGS		-336.00	31,021.06
Payment	05/17/2016	990589437	Stanislaus Council of Govts		135.00	31,156.06
Payment	05/17/2016	3016783	Ukiah		1,557.99	32,714.05
Payment	05/17/2016	500232	Vacaville		6,345.00	39,059.05
Check	05/17/2016	ZBA	LGS		-11,535.94	27,523.11
Check	05/18/2016	124	Franchise Tax Board		-560.12	26,962.99
Payment	05/19/2016	2000693346	Marin County		5,694.00	32,656.99
Transfer	05/19/2016			Funds Transfer	55,000.00	87,656.99

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Type	Date	Num	Name	Memo	Amount	Balance
Transfer	05/19/2016			Funds Transfer	250,000.00	337,656.99
General Journal	05/19/2016	1039		5/15/16 net pay	-221,198.14	116,458.85
Check	05/19/2016	ZBA	LGS		-44,414.24	72,044.61
General Journal	05/20/2016	1040		5/15/16 payroll taxes and fees	-72,295.19	-250.58
Check	05/20/2016	ZBA	LGS		-14,954.26	-15,204.84
Payment	05/23/2016	2000693989	Marin County		6,356.00	-8,848.84
Transfer	05/23/2016			Funds Transfer	125,000.00	116,151.16
Payment	05/23/2016	71017	Artesia		84,570.00	200,721.16
Payment	05/23/2016	31727	Arvin		2,285.00	203,006.16
Payment	05/23/2016	22482	Avalon		4,840.00	207,846.16
Payment	05/23/2016	24177	Cameron Park CSD		1,867.48	209,713.64
Payment	05/23/2016	170248	Mill Valley		496.25	210,209.89
Payment	05/23/2016	30873	Municipal Pooling Auth		6,660.00	216,869.89
Payment	05/23/2016	145260	Sausalito		196.62	217,066.51
General Journal	05/23/2016	1047		CTST xfer to Rabo Chking Error	125,000.00	342,066.51
General Journal	05/23/2016	1047		CTST xfer to Rabo Chking Error Reverse	-125,000.00	217,066.51
General Journal	05/24/2016	1046		5/15/16 UTC 401a remittance	-32,650.43	184,416.08
General Journal	05/24/2016	1046		5/15/16 UTC 457 remittance	-20,165.14	164,250.94
Check	05/24/2016	ZBA	LGS		-5,464.26	158,786.68
General Journal	05/24/2016	1067		5/15/16 FSA contribution	-1,838.98	156,947.70
Deposit	05/25/2016			Deposit	6,949.89	163,897.59
Payment	05/25/2016	2000694308	Marin County		9,159.00	173,056.59
Deposit	05/25/2016			Deposit	730.64	173,787.23
Transfer	05/25/2016			Funds Transfer	-100,000.00	73,787.23
Payment	05/26/2016	2000694738	Marin County		19,737.00	93,524.23
General Journal	05/26/2016	1045		Life and Disability premium for 2016-04	-2,578.19	90,946.04
Bill Pmt -Check	05/27/2016	5240	Managed Health Network		-506.80	90,439.24
Bill Pmt -Check	05/27/2016	5241	Mary E Uzupis		-25,120.81	65,318.43
Bill Pmt -Check	05/27/2016	5242	Meyers Nave	Matter # 768.003 Calpers	-5,968.73	59,349.70
Bill Pmt -Check	05/27/2016	5243	US Bank		-25,877.91	33,471.79
Payment	05/27/2016	23060	Belvedere		950.00	34,421.79
Payment	05/27/2016	23064	Calistoga		171.00	34,592.79
Payment	05/27/2016	68483	Cotati		756.00	35,348.79
Payment	05/27/2016	108019	Kittelson & Associates, Inc.		3,875.00	39,223.79
Payment	05/27/2016	15362	REMIF		164.70	39,388.49
Payment	05/27/2016	232024	Rohnert Park		5,746.00	45,134.49
Payment	05/27/2016	232145	Rohnert Park		6,664.00	51,798.49
Payment	05/27/2016	317413	San Rafael		21,195.00	72,993.49
Deposit	05/27/2016			Deposit	20.09	73,013.58
Deposit	05/27/2016			Deposit	3,678.47	76,692.05
Payment	05/31/2016	2000695225	MGSA		248.40	76,940.45
Payment	05/31/2016	5491	Nannette Brown		18.17	76,958.62
Payment	05/31/2016	22395	Avalon		995.50	77,954.12
Payment	05/31/2016	8860986	C - IV		177,821.79	255,775.91
Payment	05/31/2016	51786	Colfax		4,227.50	260,003.41
Payment	05/31/2016	43858	Colma		8,384.00	268,387.41
Payment	05/31/2016	18848	Contra Costa Transit		246.00	268,633.41
Payment	05/31/2016	68754	Larkspur		27,946.00	296,579.41
Payment	05/31/2016	801200043	MERA		3,213.82	299,793.23
Payment	05/31/2016	94623	Novato		15,145.00	314,938.23
Payment	05/31/2016	117939	Patterson		68,409.20	383,347.43
Payment	05/31/2016	10752265	Placer County MAD		300.00	383,647.43

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Type	Date	Num	Name	Memo	Amount	Balance
Payment	05/31/2016	56998	Ross Valley Sanitation District		71,939.15	455,586.58
Payment	05/31/2016	7096	SBWMA		500.00	456,086.58
Payment	05/31/2016	86680	Seaside		11,250.00	467,336.58
Payment	05/31/2016	250187	South San Francisco		4,030.00	471,366.58
Payment	05/31/2016	3016972	Ukiah		4,033.95	475,400.53
Payment	05/31/2016	59811	Vallejo Sanitation		7,200.00	482,600.53
Payment	05/31/2016	198	Ventura Council of Govts		4,802.50	487,403.03
Payment	05/31/2016	33981	VCTC2		4,533.00	491,936.03
Payment	05/31/2016	1563	CFASC		472.50	492,408.53
Deposit	05/31/2016			Deposit	4,368.00	496,776.53
Check	05/31/2016	ZBA	LGS		-336.00	496,440.53
General Journal	05/31/2016	1070		2016-04 FSA admin fee	-121.10	496,319.43
Transfer	06/01/2016			Funds Transfer	-200,000.00	296,319.43
Check	06/01/2016	ZBA	LGS		-9,958.66	286,360.77
Payment	06/02/2016	2000695815	Marin County		10,023.00	296,383.77
Payment	06/02/2016	8862744	C - IV		13,195.75	309,579.52
Payment	06/02/2016	500558	Vacaville		3,375.00	312,954.52
Deposit	06/03/2016			Deposit	2,183.85	315,138.37
Payment	06/03/2016	71075	Artesia		300.00	315,438.37
Payment	06/03/2016	33131	Dublin		2,025.00	317,463.37
Payment	06/03/2016	170425	Mill Valley		756.25	318,219.62
Payment	06/03/2016	2494473	SLOCOG Pub Ed Svc		14,611.36	332,830.98
Payment	06/03/2016	45124	Winters		4,095.00	336,925.98
Check	06/03/2016	125	Franchise Tax Board		-827.24	336,098.74
Payment	06/05/2016	108066	Kittelson & Associates, Inc.		334.70	336,433.44
Payment	06/05/2016	68804	Larkspur		11,839.76	348,273.20
Payment	06/05/2016	46482	San Mateo Harbor Dist		33,555.69	381,828.89
Payment	06/05/2016	40538	Union City		13,570.00	395,398.89
Payment	06/05/2016	46552	Yountville		41,461.44	436,860.33
General Journal	06/06/2016	1053		5/31/16 net pay	-262,266.76	174,593.57
Bill Pmt -Check	06/06/2016	5245	CCMF		-3,000.00	171,593.57
Bill Pmt -Check	06/06/2016	5246	Employment Research Services		-444.14	171,149.43
Bill Pmt -Check	06/06/2016	5247	Kittelson & Associates		-1,000.00	170,149.43
Bill Pmt -Check	06/06/2016	5248	Meyers Nave		-5,656.70	164,492.73
Bill Pmt -Check	06/06/2016	5249	Stanford University		-11,000.00	153,492.73
Bill Pmt -Check	06/06/2016	5251	Steven Rogers		-97.20	153,395.53
Check	06/06/2016	ZBA	LGS		-48,477.80	104,917.73
General Journal	06/07/2016	1052		5/31/16 payroll taxes and fees	-90,623.52	14,294.21
Deposit	06/07/2016			Deposit	140,000.00	154,294.21
Payment	06/07/2016	AP-1033	LGS - TAM		30,850.96	185,145.17
Transfer	06/07/2016			Funds Transfer	-75,000.00	110,145.17
Check	06/07/2016	ZBA	LGS		-17,082.64	93,062.53
General Journal	06/08/2016	1056		Health Ins Actives premium 2016-06	-39,277.98	53,784.55
General Journal	06/09/2016	1055		Dental premium 2016-06	-5,665.67	48,118.88
General Journal	06/09/2016	1095		2016-05 FSA admin fee	-122.20	47,996.68
General Journal	06/09/2016	1097		5/31/16 FSA contribution	-2,245.98	45,750.70
Check	06/09/2016			Service Charge	-281.19	45,469.51
Deposit	06/10/2016			Deposit	212.50	45,682.01
Payment	06/10/2016	55714	Rocklin		10,007.75	55,689.76
Payment	06/10/2016	990590694	Stanislaus Council of Govts		97.20	55,786.96
Payment	06/10/2016	990590024	Stanislaus Council of Govts		17,854.50	73,641.46
Payment	06/10/2016	22552	Avalon		967.50	74,608.96

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Type	Date	Num	Name	Memo	Amount	Balance
Payment	06/10/2016	902810	Central Marin Police Auth		919.01	75,527.97
Payment	06/10/2016	3017072	Ukiah		27,488.50	103,016.47
Payment	06/10/2016	55702	Hillsborough		4,950.00	107,966.47
Payment	06/10/2016	121623	Albany		9,595.00	117,561.47
Payment	06/10/2016	339247	Walnut Creek		4,560.00	122,121.47
Payment	06/10/2016	2495344	SLOCOG Pub Ed Svc		392.58	122,514.05
General Journal	06/10/2016	1057		Vision premium pmt 2016-06	-818.64	121,695.41
General Journal	06/10/2016	1058		5/31/16 UTC 401a remittance	-37,835.98	83,859.43
General Journal	06/10/2016	1058		5/31/16 UTC 457 remittance	-18,385.54	65,473.89
Deposit	06/10/2016			Deposit	14,500.00	79,973.89
Check	06/10/2016	ZBA	LGS		-5,464.26	74,509.63
Deposit	06/13/2016			Deposit	3,750.00	78,259.63
Deposit	06/13/2016			Deposit	1,456.20	79,715.83
Payment	06/13/2016	31803	Arvin		3,981.92	83,697.75
Payment	06/13/2016	32768	Economic & Planning Systems		3,300.00	86,997.75
Payment	06/13/2016	181157	Gilroy		1,632.00	88,629.75
Payment	06/13/2016	9473502	City of Industry		8,772.50	97,402.25
Check	06/14/2016	ZBA	LGS		-336.00	97,066.25
Payment	06/15/2016	2000698428	Marin County		1,200.00	98,266.25
Check	06/15/2016	ZBa	LGS		-10,640.94	87,625.31
Payment	06/16/2016	2000699570	Marin County		10,105.00	97,730.31
Deposit	06/17/2016			Deposit	790.16	98,520.47
Payment	06/20/2016	121761	Albany		18,287.50	116,807.97
Payment	06/20/2016	22628	Avalon		6,710.00	123,517.97
Payment	06/20/2016	8873858	C - IV		2,403.26	125,921.23
Payment	06/20/2016	30942	Municipal Pooling Auth		11,055.00	136,976.23
Payment	06/20/2016	15407	REMIFF		1,342.80	138,319.03
Payment	06/20/2016	203	Ventura Council of Govts		977.50	139,296.53
Payment	06/20/2016	34018	VCTC2		16,704.00	156,000.53
Payment	06/20/2016	46656	Yountville		42,360.98	198,361.51
Deposit	06/20/2016			Deposit	1,455.90	199,817.41
Transfer	06/20/2016			Funds Transfer	300,000.00	499,817.41
Check	06/20/2016	126	Franchise Tax Board		-484.16	499,333.25
General Journal	06/21/2016	1073		Health Ins Actives premium 2016-06	-30,160.13	469,173.12
General Journal	06/21/2016	1075		6/15/16 net pay	-246,193.11	222,980.01
Check	06/21/2016	ZBA	LGS		-45,025.93	177,954.08
General Journal	06/22/2016	1076		6/15/15 payroll taxes and fees	-80,676.73	97,277.35
Check	06/22/2016	ZBA	LGS		-16,254.88	81,022.47
Payment	06/23/2016	8875210	C - IV		193,491.11	274,513.58
Payment	06/23/2016	48235	Ironhouse		5,237.00	279,750.58
Payment	06/23/2016	2496954	SLOCOG Pub Ed Svc		36,432.01	316,182.59
Payment	06/23/2016	250874	South San Francisco		372.00	316,554.59
Payment	06/23/2016	990591759	Stanislaus Council of Govts		25,603.75	342,158.34
Deposit	06/23/2016			Deposit	750.00	342,908.34
Payment	06/24/2016	2000701502	Marin County		2,144.40	345,052.74
Deposit	06/24/2016			Deposit	2,768.67	347,821.41
General Journal	06/24/2016	1096		6/15/16 FSA contribution	-3,082.68	344,738.73
Bill Pmt -Check	06/25/2016	5252	City of Gilroy	Training Academy Dup Payment Refund	-727.95	344,010.78
Bill Pmt -Check	06/25/2016	5253	Employment Research Services		-582.00	343,428.78
Bill Pmt -Check	06/25/2016	5254	Joe A. Gonsalves & Son		-7,500.00	335,928.78
Bill Pmt -Check	06/25/2016	5255	Mark Jones-v		-74.10	335,854.68
Bill Pmt -Check	06/25/2016	5256	Meyers Nave		-17,442.95	318,411.73

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Type	Date	Num	Name	Memo	Amount	Balance
Bill Pmt -Check	06/25/2016	5257	Stanford University		-16,500.00	301,911.73
Bill Pmt -Check	06/25/2016	5258	US Bank		-11,370.12	290,541.61
General Journal	06/27/2016	1074		6/15/16 UTC 401a remittance	-33,050.76	257,490.85
General Journal	06/27/2016	1074		6/15/16 UTC 457 remittance	-17,078.27	240,412.58
Deposit	06/27/2016			Deposit	15,291.00	255,703.58
Deposit	06/27/2016			Deposit	1,964.95	257,668.53
Deposit	06/27/2016			Deposit	1,500.00	259,168.53
Payment	06/27/2016	51851	Colfax		5,130.00	264,298.53
Payment	06/27/2016	44000	Colma		9,039.00	273,337.53
Payment	06/27/2016	8876125	C - IV		11,967.00	285,304.53
Payment	06/27/2016	8876126	C - IV		3,237.43	288,541.96
Payment	06/27/2016	50172	Livermore AR&PD		2,436.00	290,977.96
Payment	06/27/2016	801200069	MERA		1,736.31	292,714.27
Payment	06/27/2016	51130	Monterey Regional Airport		5,349.10	298,063.37
Payment	06/27/2016	10756305	Placer County MAD		332.50	298,395.87
Payment	06/27/2016	145550	Sausalito		104.86	298,500.73
Payment	06/27/2016	3017352	Ukiah		27,936.50	326,437.23
Payment	06/27/2016	501187	Vacaville		765.00	327,202.23
Payment	06/27/2016	60179	Vallejo Sanitation		5,680.00	332,882.23
Payment	06/27/2016	339939	Walnut Creek		4,674.00	337,556.23
Payment	06/27/2016	45328	Winters		3,990.00	341,546.23
General Journal	06/27/2016	1086		Life and Disability premium for 2016-06	-2,487.73	339,058.50
Check	06/27/2016	ZBA	LGS		-5,839.26	333,219.24
Transfer	06/28/2016			Funds Transfer	-100,000.00	233,219.24
Deposit	06/29/2016			Deposit	727.95	233,947.19
General Journal	06/29/2016	1087		HRA Q2 2016 Payment	-210,000.00	23,947.19
Check	06/29/2016	ZBA	LGS		-9,433.78	14,513.41
Deposit	06/30/2016			Deposit	51,340.44	65,853.85
Payment	06/30/2016	Email	LGS - TAM		33,481.92	99,335.77
Payment	06/30/2016	2000702844	MGSA		145.80	99,481.57
Payment	06/30/2016	7132	SBWMA		2,436.25	101,917.82
Payment	06/30/2016	33470	Dublin		2,475.00	104,392.82
Payment	06/30/2016	990592343	Stanislaus Council of Govts		372.36	104,765.18
Deposit	06/30/2016			Deposit	750.00	105,515.18
Transfer	06/30/2016			Funds Transfer	-85,000.00	20,515.18
Payment	07/05/2016	5501	Nannette Brown		18.17	20,533.35
Payment	07/05/2016	31892	Arvin		15,321.31	35,854.66
Payment	07/05/2016	245261	Benicia		750.00	36,604.66
Payment	07/05/2016	46601	San Mateo Harbor Dist		34,759.00	71,363.66
Payment	07/05/2016	317997	San Rafael		17,858.75	89,222.41
Payment	07/05/2016	1561531	Sonoma County Library		5,460.00	94,682.41
Payment	07/06/2016	71236	Artesia		19,465.80	114,148.21
Payment	07/06/2016		Larkspur		82,574.92	196,723.13
Payment	07/06/2016	189803	Menlo Park		11,680.00	208,403.13
Payment	07/06/2016	904543	Riverside		1,046.25	209,449.38
Payment	07/06/2016	88997	Rocklin		8,839.81	218,289.19
Payment	07/06/2016	57268	Ross Valley Sanitation District		30,661.70	248,950.89
Payment	07/06/2016	340188	Walnut Creek		3,047.50	251,998.39
Transfer	07/06/2016			Funds Transfer	200,000.00	451,998.39
Check	07/06/2016	127	Franchise Tax Board		-587.54	451,410.85
General Journal	07/07/2016	1084		6/30/16 net pay	-216,950.19	234,460.66
Check	07/07/2016	ZBA	LGS		-36,896.26	197,564.40

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Type	Date	Num	Name	Memo	Amount	Balance
General Journal	07/08/2016	1085		6/30/15 payroll taxes and fees	-72,495.87	125,068.53
General Journal	07/08/2016	1120		2016-06 FSA admin fee	-122.20	124,946.33
Check	07/08/2016	ZBA	LGS		-11,904.77	113,041.56
Payment	07/11/2016	158267	Bell Gardens		1,715.00	114,756.56
Payment	07/11/2016	245587	Benicia		825.00	115,581.56
Payment	07/11/2016	32811	Economic & Planning Systems		1,725.00	117,306.56
Payment	07/11/2016	55928	Hillsborough		2,175.00	119,481.56
Payment	07/11/2016	171001 & 170931	Mill Valley		125.00	119,606.56
Payment	07/11/2016	94989	Novato		7,215.00	126,821.56
Payment	07/11/2016	41034	Union City		14,720.00	141,541.56
General Journal	07/12/2016	1089		6/30/16 UTC 401a remittance	-30,755.45	110,786.11
General Journal	07/12/2016	1089		6/30/16 UTC 457 remittance	-17,476.27	93,309.84
General Journal	07/12/2016	1121		6/30/16 FSA contribution	-1,565.25	91,744.59
Check	07/12/2016	ZBA	LGS		-5,889.26	85,855.33
Deposit	07/12/2016			Deposit	14,500.00	100,355.33
Check	07/12/2016			Service Charge	-179.50	100,175.83
Bill Pmt -Check	07/13/2016	5259	Employment Research Services		-1,000.10	99,175.73
Bill Pmt -Check	07/13/2016	5260	James Marta & Company		-2,500.00	96,675.73
Bill Pmt -Check	07/13/2016	5261	Managed Health Network		-705.90	95,969.83
Bill Pmt -Check	07/13/2016	5262	Tripepi Smith & Associates		-975.00	94,994.83
Payment	07/13/2016	2500432	SLOCOG Pub Ed Svc		39,363.56	134,358.39
Payment	07/14/2016	PayPal	Dionysia Smith		985.78	135,344.17
General Journal	07/14/2016	1090		PayPal Fees for Di Smith Cobra	-28.89	135,315.28
Deposit	07/14/2016			Deposit	727.95	136,043.23
General Journal	07/14/2016	1091		Dental premium 2016-07	-5,149.91	130,893.32
General Journal	07/14/2016	1092		Health Ins Actives premium 2016-07	-39,277.98	91,615.34
Payment	07/15/2016	71277	Artesia		40,884.15	132,499.49
Payment	07/15/2016	89949	Assoc of Bay Area Govt		21,440.00	153,939.49
Payment	07/15/2016	902909	Central Marin Police Auth		669.91	154,609.40
Payment	07/15/2016	251573	South San Francisco		4,960.00	159,569.40
Check	07/15/2016	ZBA	LGS		-8,536.27	151,033.13
Deposit	07/18/2016			Deposit	9,491.00	160,524.13
Deposit	07/18/2016			Deposit	5,800.00	166,324.13
Payment	07/18/2016	44145	Colma		3,668.00	169,992.13
Payment	07/18/2016	10225	Drake Haglan & Associates		7,442.50	177,434.63
Payment	07/18/2016	64321	City of Industry		10,581.00	188,015.63
Payment	07/18/2016	801200091	MERA		2,436.22	190,451.85
Payment	07/18/2016	51226	Monterey Regional Airport		6,239.50	196,691.35
Payment	07/18/2016	31006	Municipal Pooling Auth		9,483.25	206,174.60
Payment	07/18/2016	233228	Rohnert Park		6,392.00	212,566.60
Payment	07/18/2016	34105	VCTC2		7,678.50	220,245.10
Payment	07/18/2016	45468	Winters		4,690.00	224,935.10
Payment	07/18/2016	46839	Yountville		29,974.73	254,909.83
Check	07/18/2016	ZBA	LGS		-336.00	254,573.83
Transfer	07/20/2016			Funds Transfer	200,000.00	454,573.83
Deposit	07/21/2016			Deposit	280,000.00	734,573.83
Payment	07/21/2016	7/19 e-mail	LGS - TAM		33,772.64	768,346.47
General Journal	07/21/2016	1093		Wire to James Ford Inc - K Flint loan	-38,881.46	729,465.01
Payment	07/21/2016	22835	Avalon		7,150.00	736,615.01
Payment	07/21/2016	352315	Daly City		6,900.00	743,515.01
Payment	07/21/2016	83270	MTC		13,419.84	756,934.85
Payment	07/21/2016	83271	MTC		23,314.08	780,248.93



Regional Government Services  
Transactions by Account

As of August 31, 2016

Type	Date	Num	Name	Memo	Amount	Balance
Payment	07/21/2016	83261	MTC		303.20	780,552.13
Payment	07/21/2016	83262	MTC		104,758.34	885,310.47
Payment	07/21/2016	83263	MTC		431.10	885,741.57
Payment	07/21/2016	83264	MTC		110,912.89	996,654.46
Payment	07/21/2016	83265	MTC		324.60	996,979.06
Payment	07/21/2016	83266	MTC		78,758.58	1,075,737.64
Payment	07/21/2016	83267	MTC		882.67	1,076,620.31
Payment	07/21/2016	83268	MTC		74,666.99	1,151,287.30
Payment	07/21/2016	83269	MTC		6,238.76	1,157,526.06
Payment	07/21/2016	1565271	Sonoma County Library		7,770.00	1,165,296.06
Payment	07/21/2016	60355	Vallejo Sanitation		6,520.00	1,171,816.06
Deposit	07/21/2016			Deposit	1,455.90	1,173,271.96
Transfer	07/21/2016			Funds Transfer	-345,000.00	828,271.96
General Journal	07/21/2016	1101		7/15/16 net pay	-185,506.38	642,765.58
General Journal	07/21/2016	1103		Health Ins Actives premium 2016-07	-24,035.19	618,730.39
General Journal	07/21/2016	1104		Vision premium pmt 2016-07	-735.47	617,994.92
Check	07/21/2016	ZBA	LGS		-37,773.52	580,221.40
Transfer	07/22/2016			Funds Transfer	-145,000.00	435,221.40
General Journal	07/22/2016	1102		7/15/16 payroll taxes and fees	-63,058.65	372,162.75
Check	07/22/2016	ZBA	LGS		-12,216.77	359,945.98
Bill Pmt -Check	07/25/2016	5263	Bartel Associates		-6,400.00	353,545.98
Bill Pmt -Check	07/25/2016	5264	Employment Research Services		-500.90	353,045.08
Bill Pmt -Check	07/25/2016	5265	Joe A. Gonsalves & Son		-6,000.00	347,045.08
Bill Pmt -Check	07/25/2016	5266	Mary E Uzupis		-30,582.14	316,462.94
Bill Pmt -Check	07/25/2016	5267	Meyers Nave		-12,149.36	304,313.58
Bill Pmt -Check	07/25/2016	5268	Municipal Insurance Cooperative		-175,535.00	128,778.58
Bill Pmt -Check	07/25/2016	5269	Scott N. Kivel		-14,974.50	113,804.08
Bill Pmt -Check	07/25/2016	5270	US Bank		-18,799.58	95,004.50
Payment	07/25/2016	158431	Bell Gardens		3,809.00	98,813.50
Payment	07/25/2016	32827	Economic & Planning Systems		1,350.00	100,163.50
Payment	07/25/2016	181483	Gilroy		5,242.80	105,406.30
Payment	07/25/2016	48326	Ironhouse		10,474.64	115,880.94
Payment	07/25/2016	69201	Larkspur		21,265.50	137,146.44
Payment	07/25/2016	50417	Livermore AR&PD		783.00	137,929.44
Payment	07/25/2016	95124	Novato		19,077.50	157,006.94
Payment	07/25/2016	118545	Patterson		21,092.95	178,099.89
Payment	07/25/2016	905689	Riverside		21,701.25	199,801.14
Payment	07/25/2016	233447	Rohnert Park		5,882.00	205,683.14
Payment	07/25/2016	46706	San Mateo Harbor Dist		23,588.75	229,271.89
Payment	07/25/2016	318644	San Rafael		24,727.50	253,999.39
Payment	07/25/2016	87276	Seaside		12,031.25	266,030.64
Payment	07/25/2016	340818	Walnut Creek		3,876.00	269,906.64
Payment	07/25/2016	74182	Windsor		1,350.00	271,256.64
Deposit	07/25/2016			Deposit	5,250.00	276,506.64
Deposit	07/25/2016			Deposit	3,535.72	280,042.36
General Journal	07/26/2016	1117		7/15/16 UTC 401a remittance	-27,474.83	252,567.53
General Journal	07/26/2016	1117		7/15/16 UTC 457 remittance	-14,917.00	237,650.53
General Journal	07/26/2016	1122		7/15/16 FSA contribution	-1,648.59	236,001.94
Check	07/26/2016	ZBA	LGS		-5,894.65	230,107.29
Deposit	07/27/2016			Deposit	1,500.00	231,607.29
Payment	07/27/2016	31997	Arvin		17,701.40	249,308.69
Payment	07/27/2016	23361	Calistoga		1,451.45	250,760.14

## Regional Government Services Transactions by Account

As of August 31, 2016

Type	Date	Num	Name	Memo	Amount	Balance
Transfer	07/27/2016			Funds Transfer	-155,000.00	95,760.14
Check	07/27/2016	ZBA	LGS		-66,384.00	29,376.14
Payment	07/29/2016	902943	Central Marin Police Auth		739.65	30,115.79
Payment	07/29/2016	51912	Colfax		3,895.00	34,010.79
Payment	07/29/2016	22608	Dyett & Bhatia		12,103.30	46,114.09
Payment	07/29/2016	83385	MTC		591.78	46,705.87
Payment	07/29/2016	57478	Ross Valley Sanitation District		21,031.45	67,737.32
Deposit	08/01/2016			Deposit	1,500.00	69,237.32
Deposit	08/01/2016			Deposit	15.00	69,252.32
Payment	08/01/2016	22883	Avalon		986.50	70,238.82
Payment	08/01/2016	8894930	C - IV		22,322.60	92,561.42
Payment	08/01/2016	8894931	C - IV		150,606.00	243,167.42
Payment	08/01/2016	10310	Drake Haglan & Associates		3,175.00	246,342.42
Payment	08/01/2016	69295	Larkspur		470.00	246,812.42
Payment	08/01/2016		Livermore AR&PD		5,742.00	252,554.42
Payment	08/01/2016	118605	Patterson		111.24	252,665.66
Payment	08/01/2016	56240	Rocklin		6,231.58	258,897.24
Payment	08/01/2016	3017896	Ukiah		36,292.30	295,189.54
General Journal	08/02/2016	1116		Life and Disability premium for 2016-07	-2,158.30	293,031.24
Transfer	08/03/2016			Funds Transfer	-150,000.00	143,031.24
Payment	08/04/2016	5510	Nannette Brown		18.17	143,049.41
Payment	08/04/2016	352653	Daly City		700.00	143,749.41
Payment	08/04/2016	40712	Half Moon Bay		23,372.50	167,121.91
Payment	08/04/2016	990602030	Stanislaus Council of Govts		1,821.67	168,943.58
Transfer	08/04/2016			Funds Transfer	235,000.00	403,943.58
General Journal	08/04/2016	1114		7/31/16 net pay	-184,765.68	219,177.90
Deposit	08/04/2016			Deposit	14,500.00	233,677.90
General Journal	08/05/2016	1115		7/31/16 payroll taxes and fees	-62,700.36	170,977.54
Deposit	08/08/2016			Deposit	1,500.00	172,477.54
Payment	08/08/2016	246155	Benicia		300.00	172,777.54
Payment	08/08/2016	56133	Hillsborough		2,325.00	175,102.54
Payment	08/08/2016	69336	Larkspur		18,379.65	193,482.19
Payment	08/08/2016	190189	Menlo Park		18,907.00	212,389.19
Payment	08/08/2016	171354	Mill Valley		2,385.00	214,774.19
Payment	08/08/2016	118660	Patterson		24,558.95	239,333.14
Payment	08/08/2016	52195	Piedmont		19,800.00	259,133.14
Payment	08/08/2016	46765	San Mateo Harbor Dist		610.52	259,743.66
Payment	08/08/2016	87477	Seaside		12,915.00	272,658.66
Bill Pmt -Check	08/08/2016	5276	11 Loud Productions		-4,865.00	267,793.66
Bill Pmt -Check	08/08/2016	5277	Dept Consumer & Business Services		-27.28	267,766.38
Bill Pmt -Check	08/08/2016	5278	Liebert Cassidy Whitmore		-4,360.50	263,405.88
Bill Pmt -Check	08/08/2016	5279	Mary E Uzupis		-6,121.53	257,284.35
Bill Pmt -Check	08/08/2016	5280	United States Treasury	MSA Form 720	-176.31	257,108.04
Bill Pmt -Check	08/08/2016	5281	US Bank		-19,817.34	237,290.70
Deposit	08/09/2016			Deposit	13,899.78	251,190.48
Transfer	08/09/2016			Funds Transfer	-100,000.00	151,190.48
General Journal	08/09/2016	1124		Health Ins premium 2016-08	-26,185.38	125,005.10
General Journal	08/09/2016	1128		7/31/16 UTC 401a remittance	-27,060.56	97,944.54
General Journal	08/09/2016	1128		7/31/16 UTC 457 remittance	-13,499.31	84,445.23
Bill Pmt -Check	08/10/2016	5271	James McAdler	McAdler Final Expense Report	-325.35	84,119.88
Bill Pmt -Check	08/10/2016	5272	Managed Health Network		-923.10	83,196.78
Bill Pmt -Check	08/10/2016	5273	Mary E Uzupis		-25,995.74	57,201.04

## Regional Government Services Transactions by Account

As of August 31, 2016

Type	Date	Num	Name	Memo	Amount	Balance
Bill Pmt -Check	08/10/2016	5274	Meyers Nave		-9,580.46	47,620.58
Bill Pmt -Check	08/10/2016	5275	Tripepi Smith & Associates		-100.00	47,520.58
General Journal	08/10/2016	1126		Health Ins premium 2016-08	-14,837.88	32,682.70
General Journal	08/11/2016	1123		Dental premium 2016-08	-3,783.67	28,899.03
Payment	08/12/2016	33967	Dublin		3,150.00	32,049.03
Deposit	08/12/2016			Deposit	1,500.00	33,549.03
General Journal	08/12/2016	1125		Vision premium pmt 2016-08	-681.77	32,867.26
Payment	08/15/2016	PayPal	Dionysia Smith		118.07	32,985.33
General Journal	08/15/2016	1127		PayPal Fees - Di Smith Cobra	-4.02	32,981.31
Deposit	08/15/2016			Deposit	15,291.00	48,272.31
Payment	08/15/2016	51322	Monterey Regional Airport		3,210.30	51,482.61
Payment	08/15/2016	1569469	Sonoma County Library		106.06	51,588.67
Payment	08/15/2016	252362	South San Francisco		3,348.00	54,936.67
Payment	08/15/2016	990602696	Stanislaus Council of Govts		136.25	55,072.92
Payment	08/15/2016	34182	VCTC2		4,533.00	59,605.92
Deposit	08/16/2016			Deposit	29,574.43	89,180.35
General Journal	08/16/2016	1132		Anthem Payment LGS Only 2016-08	-6,465.21	82,715.14
Transfer	08/18/2016			Funds Transfer	275,000.00	357,715.14
General Journal	08/19/2016	1133		8/15/16 net pay	-197,958.90	159,756.24
General Journal	08/22/2016	1134		8/15/16 payroll taxes and fees	-67,887.81	91,868.43
Payment	08/22/2016	71462	Artesia		1,645.00	93,513.43
Payment	08/22/2016	32149	Arvin		11,017.30	104,530.73
Payment	08/22/2016	51963	Colfax		2,612.50	107,143.23
Payment	08/22/2016	44366	Colma		6,419.00	113,562.23
Payment	08/22/2016	119004	Patterson		1,488.50	115,050.73
Payment	08/22/2016	10765792	Placer County MAD		363.75	115,414.48
Payment	08/22/2016	15480	REMIIF		803.70	116,218.18
Payment	08/22/2016	990603089	Stanislaus Council of Govts		6,275.77	122,493.95
Payment	08/22/2016	60682	Vallejo Sanitation		6,400.00	128,893.95
General Journal	08/22/2016	1139		8/15/16 UTC 401a remittance	-28,780.15	100,113.80
General Journal	08/22/2016	1139		8/15/16 UTC 457 remittance	-13,133.50	86,980.30
Deposit	08/25/2016			Deposit	1,456.20	88,436.50
Payment	08/25/2016	48460	Ironhouse		5,129.25	93,565.75
Payment	08/25/2016	990603304	Stanislaus Council of Govts		2,250.00	95,815.75
Payment	08/25/2016	3018205	Ukiah		21,812.50	117,628.25
Payment	08/25/2016	90162	Assoc of Bay Area Govt		8,080.00	125,708.25
Transfer	08/25/2016			Funds Transfer	25,000.00	150,708.25
General Journal	08/28/2016	1138		Life and Disability premium for 2016-08	-2,158.30	148,549.95
Payment	08/29/2016	431	Albany		26,623.75	175,173.70
Payment	08/29/2016	32203	Arvin		830.47	176,004.17
Payment	08/29/2016	90182	Assoc of Bay Area Govt		10,800.00	186,804.17
Payment	08/29/2016	8910874	C - IV		150,606.00	337,410.17
Payment	08/29/2016	891075	C - IV		27,935.00	365,345.17
Payment	08/29/2016	801200122	MERA		2,567.34	367,912.51
Payment	08/29/2016	46821	San Mateo Harbor Dist		600.00	368,512.51
Payment	08/29/2016	319245	San Rafael		17,466.25	385,978.76
Payment	08/29/2016	502758	Vacaville		2,565.00	388,543.76
Payment	08/29/2016	341829	Walnut Creek		3,591.00	392,134.76
Deposit	08/29/2016			Deposit	602.58	392,737.34
Payment	08/30/2016	email	LGS - TAM		20,694.69	413,432.03
Transfer	08/30/2016			Funds Transfer	-265,000.00	148,432.03
General Journal	08/30/2016	1143		RGS Transfer for Claims Payment	-4,000.00	144,432.03

**Regional Government Services  
 Transactions by Account**

As of August 31, 2016

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>	<u>Balance</u>
Payment	08/31/2016	23062	Avalon		671.20	145,103.23
Payment	08/31/2016	907356	Riverside		16,200.00	161,303.23
Payment	08/31/2016	2506478	San Luis Obispo		10,772.50	172,075.73
Payment	08/31/2016	2506330	SLOCOG Pub Ed Svc		409.32	172,485.05
Payment	08/31/2016	45745	Winters		3,850.00	176,335.05
					<u>76,519.94</u>	<u>176,335.05</u>
<b>TOTAL</b>					<b><u>76,519.94</u></b>	<b><u>176,335.05</u></b>

Total 110060 · Rabobank Checking Account

**TO:** EXECUTIVE COMMITTEE  
**FROM:** Richard H. Averett, Executive Director/CFO  
**SUBJECT:** INVESTMENT REPORT

**EC Meeting: 09-15-2016**  
**Item: 3E**

**RECOMMENDATION**

Review and accept JPA investments made through August 2016.

**BACKGROUND**

The Board of Directors or their designee annually reviews the investment policy at the final fiscal year meeting, with the latest approved policy being April 16, 2015. The Board approved investment policy enables the agency to invest in bank sweep, money market and Certificate of Deposit (CD) accounts, the Local Agency Investment Fund (LAIF), Treasury and Municipal debt instruments, and the California Investment Trust pool (CalTrust). The JPAs are also authorized to make cash flow loans to other public agencies. Currently the JPAs have no such ‘alternative’ investments. RGS, LGS and MSA investment activity has been consolidated into one RGS Rabobank money market account, one RGS LAIF account and into RGS CalTrust Short-term and Medium-term accounts. Investment activity for the current period is summarized in the attached material.

**FISCAL IMPACT**

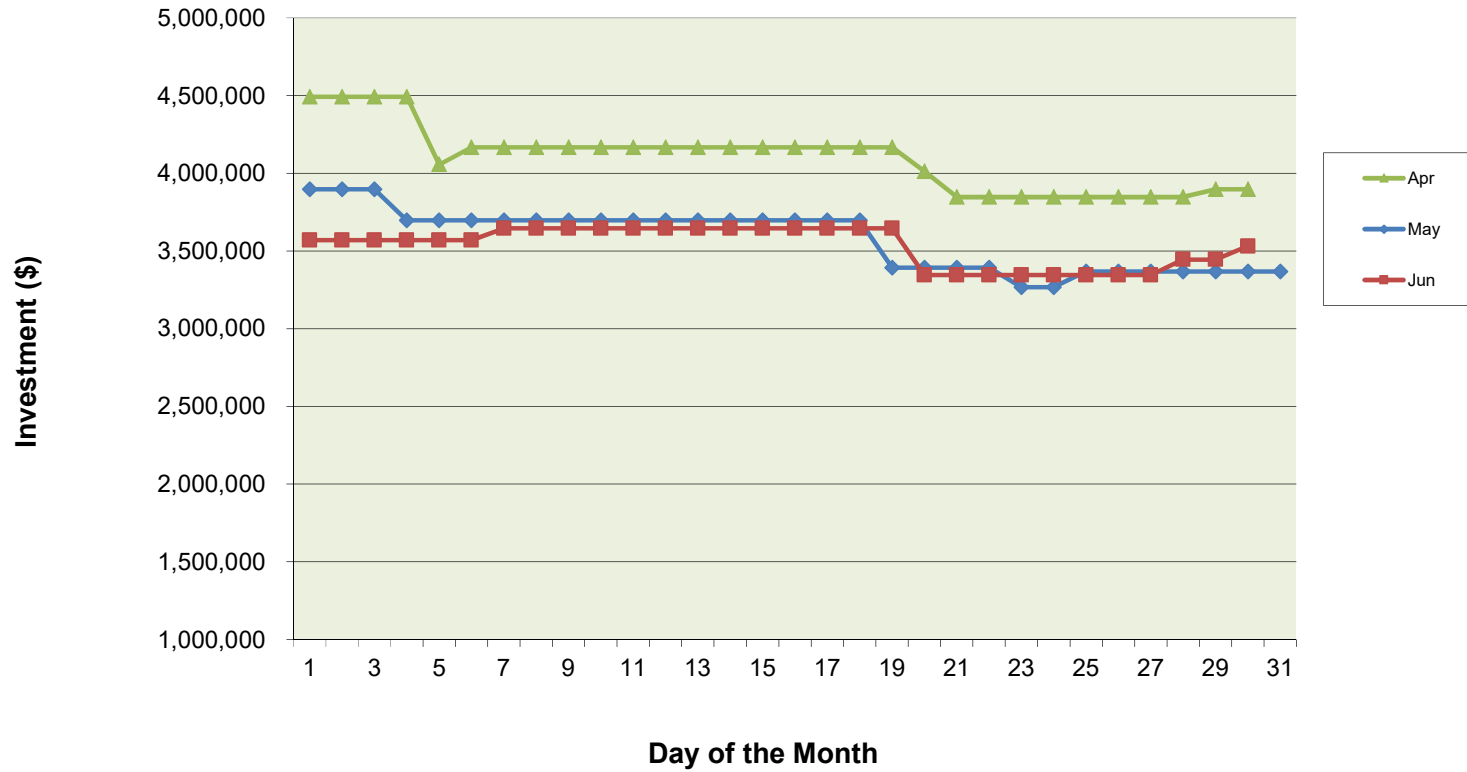
Market fluctuations result in unrealized net gains and net losses in the CalTrust portfolio returns. Month-to-month market adjustments are reflected in investment reports. Changes in ‘paper’ or market value are augmented by interest earnings.

CalTrust Medium Term investments are currently yielding approximately 100 basis points, and CalTrust short term investments are currently yielding 78 basis points. LAIF is yielding 62 basis points.

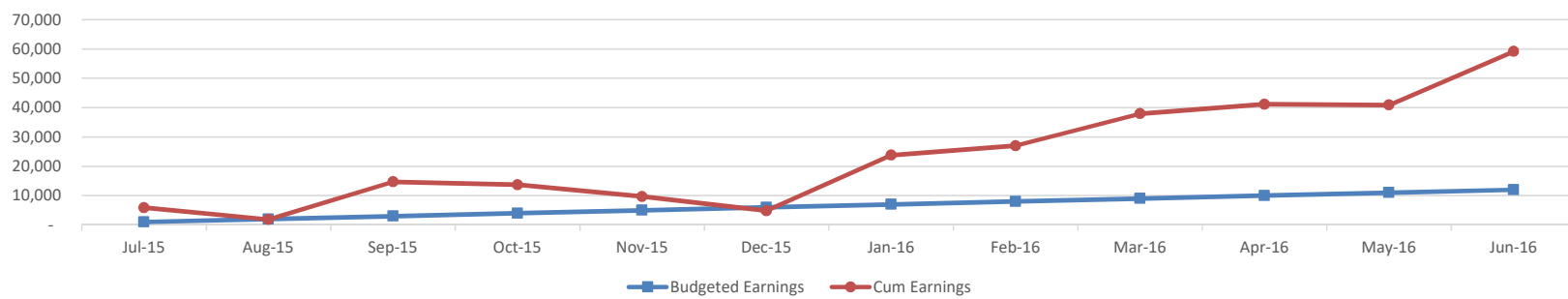
**INVESTMENT REPORT  
FY 2016**

Date	Apr				May				Jun			
	<u>Rabobank Money Mkt</u>	<u>CalTrust Short &amp; Medium</u>	<u>LAIF</u>	<u>Combined</u>	<u>Rabobank Money Mkt</u>	<u>CalTrust Short &amp; Medium</u>	<u>LAIF</u>	<u>Combined</u>	<u>Rabobank Money Mkt</u>	<u>CalTrust Short &amp; Medium</u>	<u>LAIF</u>	<u>Combined</u>
1	493,073	3,997,794	1,171	4,492,038	63,098	3,833,181	1,173	3,897,452	308,109	3,261,102	1,173	3,570,385
2	493,073	3,997,794	1,171	4,492,038	63,098	3,833,181	1,173	3,897,452	308,109	3,261,102	1,173	3,570,385
3	493,073	3,997,794	1,171	4,492,038	63,098	3,833,181	1,173	3,897,452	308,109	3,261,102	1,173	3,570,385
4	493,073	3,997,794	1,171	4,492,038	63,098	3,633,181	1,173	3,697,452	308,109	3,261,102	1,173	3,570,385
5	58,073	3,997,794	1,171	4,057,038	63,098	3,633,181	1,173	3,697,452	308,109	3,261,102	1,173	3,570,385
6	168,073	3,997,794	1,171	4,167,038	63,098	3,633,181	1,173	3,697,452	308,109	3,261,102	1,173	3,570,385
7	168,073	3,997,794	1,171	4,167,038	63,098	3,633,181	1,173	3,697,452	383,109	3,261,102	1,173	3,645,385
8	168,073	3,997,794	1,171	4,167,038	63,098	3,633,181	1,173	3,697,452	383,109	3,261,102	1,173	3,645,385
9	168,073	3,997,794	1,171	4,167,038	63,098	3,633,181	1,173	3,697,452	383,109	3,261,102	1,173	3,645,385
10	168,073	3,997,794	1,171	4,167,038	63,098	3,633,181	1,173	3,697,452	383,109	3,261,102	1,173	3,645,385
11	168,073	3,997,794	1,171	4,167,038	63,098	3,633,181	1,173	3,697,452	383,109	3,261,102	1,173	3,645,385
12	168,073	3,997,794	1,171	4,167,038	63,098	3,633,181	1,173	3,697,452	383,109	3,261,102	1,173	3,645,385
13	168,073	3,997,794	1,171	4,167,038	63,098	3,633,181	1,173	3,697,452	383,109	3,261,102	1,173	3,645,385
14	168,073	3,997,794	1,171	4,167,038	63,098	3,633,181	1,173	3,697,452	383,109	3,261,102	1,173	3,645,385
15	168,073	3,997,794	1,171	4,167,038	63,098	3,633,181	1,173	3,697,452	383,109	3,261,102	1,173	3,645,385
16	168,073	3,997,794	1,171	4,167,038	63,098	3,633,181	1,173	3,697,452	383,109	3,261,102	1,173	3,645,385
17	168,073	3,997,794	1,171	4,167,038	63,098	3,633,181	1,173	3,697,452	383,109	3,261,102	1,173	3,645,385
18	168,073	3,997,794	1,171	4,167,038	63,098	3,633,181	1,173	3,697,452	383,109	3,261,102	1,173	3,645,385
19	168,073	3,997,794	1,171	4,167,038	8,098	3,383,181	1,173	3,392,452	383,109	3,261,102	1,173	3,645,385
20	13,073	3,997,794	1,171	4,012,038	8,098	3,383,181	1,173	3,392,452	83,109	3,261,102	1,173	3,345,385
21	13,073	3,832,794	1,171	3,847,038	8,098	3,383,181	1,173	3,392,452	83,109	3,261,102	1,173	3,345,385
22	13,073	3,832,794	1,171	3,847,038	8,098	3,383,181	1,173	3,392,452	83,109	3,261,102	1,173	3,345,385
23	13,073	3,832,794	1,171	3,847,038	8,098	3,258,181	1,173	3,267,452	83,109	3,261,102	1,173	3,345,385
24	13,073	3,832,794	1,171	3,847,038	8,098	3,258,181	1,173	3,267,452	83,109	3,261,102	1,173	3,345,385
25	13,073	3,832,794	1,171	3,847,038	108,098	3,258,181	1,173	3,367,452	83,109	3,261,102	1,173	3,345,385
26	13,073	3,832,794	1,171	3,847,038	108,098	3,258,181	1,173	3,367,452	83,109	3,261,102	1,173	3,345,385
27	13,073	3,832,794	1,171	3,847,038	108,098	3,258,181	1,173	3,367,452	83,109	3,261,102	1,173	3,345,385
28	13,073	3,832,794	1,171	3,847,038	108,098	3,258,181	1,173	3,367,452	183,109	3,261,102	1,173	3,445,385
29	63,073	3,832,794	1,171	3,897,038	108,098	3,258,181	1,173	3,367,452	183,109	3,261,102	1,173	3,445,385
30	63,073	3,832,794	1,171	3,897,038	108,098	3,258,181	1,173	3,367,452	268,109	3,261,102	1,173	3,530,385
31					108,098	3,258,181	1,173	3,367,452				

## COMBINED INVESTMENTS



## Investment Earnings

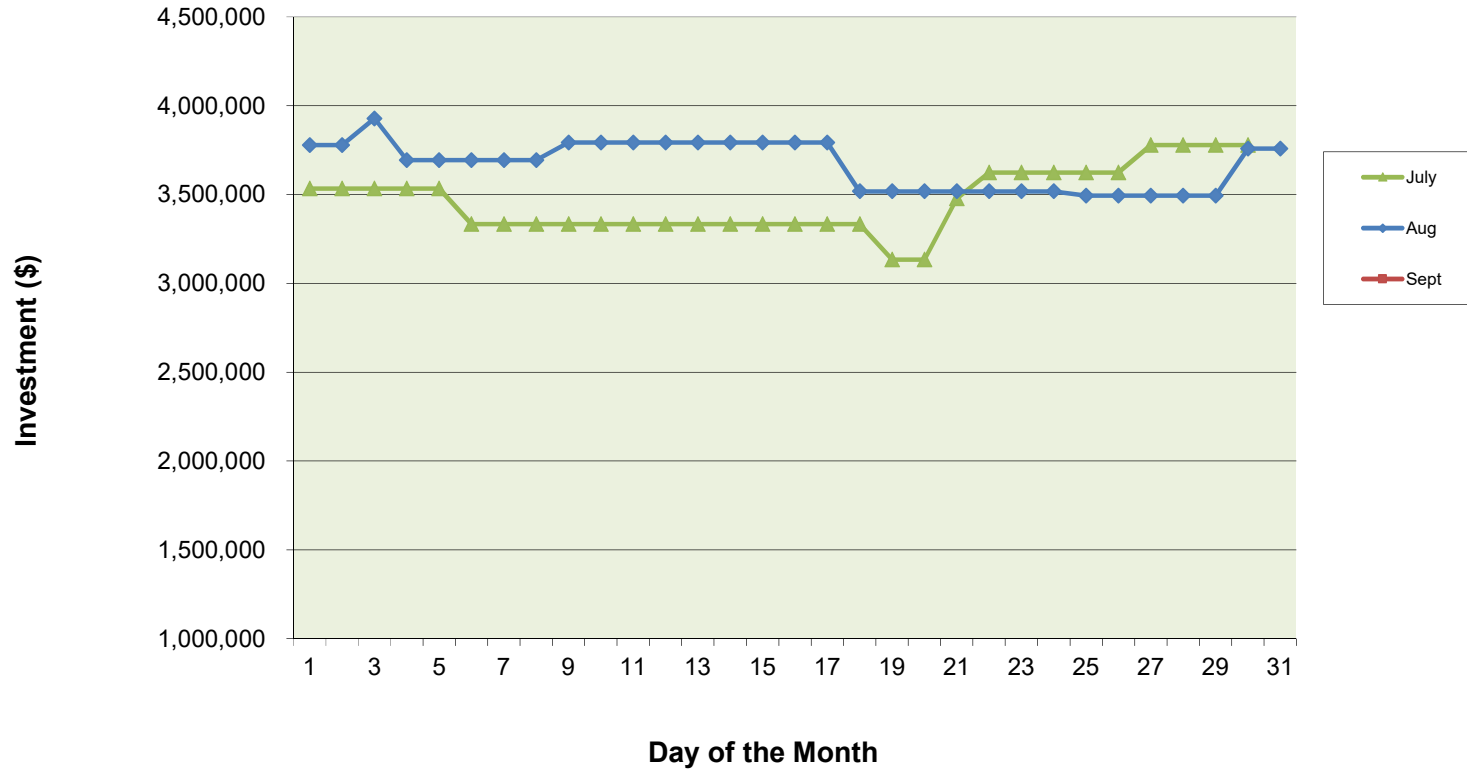


**INVESTMENT REPORT  
FY 2017**

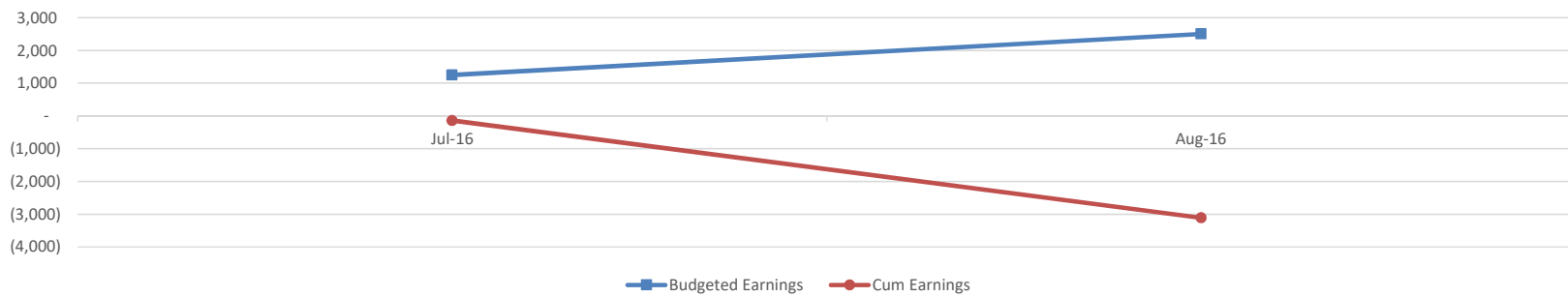
Date	July				Aug				Sept			
	<u>Rabobank Money Mkt</u>	<u>CalTrust Short &amp; Medium</u>	<u>LAIF</u>	<u>Combined</u>	<u>Rabobank Money Mkt</u>	<u>CalTrust Short &amp; Medium</u>	<u>LAIF</u>	<u>Combined</u>	<u>Rabobank Money Mkt</u>	<u>CalTrust Short &amp; Medium</u>	<u>LAIF</u>	<u>Combined</u>
1	268,154	3,263,790	1,173	3,533,117	558,194	3,218,790	1,173	3,778,156				-
2	268,154	3,263,790	1,173	3,533,117	558,194	3,218,790	1,173	3,778,156				-
3	268,154	3,263,790	1,173	3,533,117	558,194	3,368,790	1,173	3,928,156				-
4	268,154	3,263,790	1,173	3,533,117	323,194	3,368,790	1,173	3,693,156				-
5	268,154	3,263,790	1,173	3,533,117	323,194	3,368,790	1,173	3,693,156				-
6	68,154	3,263,790	1,173	3,333,117	323,194	3,368,790	1,173	3,693,156				-
7	68,154	3,263,790	1,173	3,333,117	323,194	3,368,790	1,173	3,693,156				-
8	68,154	3,263,790	1,173	3,333,117	323,194	3,368,790	1,173	3,693,156				-
9	68,154	3,263,790	1,173	3,333,117	423,194	3,368,790	1,173	3,793,156				-
10	68,154	3,263,790	1,173	3,333,117	423,194	3,368,790	1,173	3,793,156				-
11	68,154	3,263,790	1,173	3,333,117	423,194	3,368,790	1,173	3,793,156				-
12	68,154	3,263,790	1,173	3,333,117	423,194	3,368,790	1,173	3,793,156				-
13	68,154	3,263,790	1,173	3,333,117	423,194	3,368,790	1,173	3,793,156				-
14	68,154	3,263,790	1,173	3,333,117	423,194	3,368,790	1,173	3,793,156				-
15	68,154	3,263,790	1,173	3,333,117	423,194	3,368,790	1,173	3,793,156				-
16	68,154	3,263,790	1,173	3,333,117	423,194	3,368,790	1,173	3,793,156				-
17	68,154	3,263,790	1,173	3,333,117	423,194	3,368,790	1,173	3,793,156				-
18	68,154	3,263,790	1,173	3,333,117	148,194	3,368,790	1,173	3,518,156				-
19	68,154	3,063,790	1,173	3,133,117	148,194	3,368,790	1,173	3,518,156				-
20	68,154	3,063,790	1,173	3,133,117	148,194	3,368,790	1,173	3,518,156				-
21	413,154	3,063,790	1,173	3,478,117	148,194	3,368,790	1,173	3,518,156				-
22	558,154	3,063,790	1,173	3,623,117	148,194	3,368,790	1,173	3,518,156				-
23	558,154	3,063,790	1,173	3,623,117	148,194	3,368,790	1,173	3,518,156				-
24	558,154	3,063,790	1,173	3,623,117	148,194	3,368,790	1,173	3,518,156				-
25	558,154	3,063,790	1,173	3,623,117	123,194	3,368,790	1,173	3,493,156				-
26	558,154	3,063,790	1,173	3,623,117	123,194	3,368,790	1,173	3,493,156				-
27	558,154	3,218,790	1,173	3,778,117	123,194	3,368,790	1,173	3,493,156				-
28	558,154	3,218,790	1,173	3,778,117	123,194	3,368,790	1,173	3,493,156				-
29	558,154	3,218,790	1,173	3,778,117	123,194	3,368,790	1,173	3,493,156				-
30	558,154	3,218,790	1,173	3,778,117	388,194	3,368,790	1,173	3,758,156				-
31	558,154	3,218,790	1,173	3,778,117	388,194	3,368,790	1,173	3,758,156				-



## COMBINED INVESTMENTS



## Investment Earnings



**TO:** EXECUTIVE COMMITTEE  
**FROM:** RICHARD H. AVERETT, Executive Director  
**SUBJECT:** CLIENT SERVICES – MANAGEMENT SERVICES AGREEMENTS

**EC Meeting: 09-15-2016**  
**Item: 3F**

**RECOMMENDATION**

Approve authorizing the Executive Director to execute management services agreements with the agencies described in the following table:

<b>Agency</b>	<b>Start Date</b>	<b>NTE (if any)</b>	<b>Service(s) Provided</b>
City of Bell Gardens	May 2016	\$10,000	Human Resources
City of Bell Gardens	August 2016		Human Resources
City of Belmont	July 2016	\$20,800	Technical Support Services
City of Berkeley	July 2016		Transportation Advisory Services
City of Daly City	May 2016	\$90,000	Financial Services
City of Half Moon Bay	June 2016	\$30,000	Human Resources
City of Hillsborough	July 2016	\$60,000	Community Outreach Services
Humboldt County Association Of Governments (HCAOG)	August 2016	\$29,750	Public Outreach Services
City of Mill Valley	August 2016	\$35,000	Human Resources
Municipal Pooling Authority	May 2016		Risk Management Services
City of Riverside	June 2016		Human Resources
City of Salinas	August 2016		Human Resources
Twentynine Palms Water District	August 2016	\$15,000	Human Resources
City of Yountville	July 2016		Various Advisory Services

All management services agreements use, whenever possible, the standard RGS template agreement approved by JPA Counsel. Changes to the terms of the standard RGS agreement or use of client partner’s standard agreement are countersigned by JPA Counsel.

**FISCAL IMPACT**

The hourly or monthly rates charged to all partner agencies for services are sufficient to pay all salaries, benefits, insurance and administrative costs of the JPA.

**TO:** EXECUTIVE COMMITTEE  
**FROM:** Jefferson Kise, Finance Manager  
**SUBJECT:** FINANCIAL REPORT ANALYSIS

**EC Meeting: 09-15-2016**  
**Item: 4A**

**RECOMMENDATION**

No action is required of the Executive Committee. These are informational, preliminary financial reports through June 2016, and are attached for review.

**ANALYSIS**

All reports are draft and unaudited. Accruals for earned but not paid leave time are posted to the financials monthly. When cash is received on an advanced billing, it is posted to the deferred revenue liability account. Upon invoicing for services rendered the deferred revenue is reversed and revenue is recognized. There is no impact on net position of the agency.

Fiscal year to-date (FYTD), the net income for the JPA was \$46,563 after making an additional \$200,000 contribution to insurance reserves, approved in February 2016. Through the same period, net equity for the JPA was \$782,891. Financial performance has been negatively impacted by added external and staffing costs associated with the CalPERS audit of LGS and its impact on JPA client agencies. One of those consequences was the loss, in the latter months of the fiscal year, of a large client. A full-year's impact will be realized in FY17, giving the JPA time to partially recover revenues to mitigate the loss. The JPA is continuing to add new work, while taking steps to limit administrative expenses to those necessary for risk mitigation strategies and to serve existing partner agencies and prospective clients.

	<b>Adopted FY16 Budget</b>	<b>May Projected FY16</b>	<b>Pre-Audit Projected FY16</b>
Revenues - Operating	\$7,517,000	\$9,741,000	\$10,206,560
Ordinary Expenditures	7,394,000	9,464,000	9,953,630
Other Income/Expense	71,000	207,000	206,370
Net Gain/(Loss)	\$90,000	\$(65,136)	\$46,560

**Regional Government Services**  
**Profit & Loss**  
July 2015 through June 2016

	<u><b>TOTAL</b></u>
Ordinary Income/Expense	
Income	
440301 · Client Billings	8,869,907
440400 · LGS & MSA - Admin. Services	784,718
480000 · Miscellaneous Income	551,938
Total Income	<u>10,206,563</u>
Gross Profit	10,206,563
Expense	
511010 · Salaries - Regular	7,165,175
511072 · Salaries - Nonbillable	17,643
512002 · Medicare Employer Expense	103,441
512003 · Workers' Comp Exp clerical	60,000
512004 · Employee Assistance Program	4,869
512005 · Health Insurance Expense	429,011
512006 · Dental Insurance Expense	39,191
512007 · Vision Insurance Expense	5,511
512008 · Life Insurance Expense	5,249
512009 · Long Term Disability Expense	6,037
512011 · Stars 401A Expense	750,171
512014 · Short Term Disability Expense	5,638
512015 · Unemployment Expense	49,382
512018 · FSA Health & Day Care Expense	1,531
512019 · Employee Expense Allowances	121,792
520107 · APS (ADP) Payroll Fees	9,974
520108 · Communications - Agency Expense	4,614
520109 · Communications - Employee Reimb	744
520201 · Office Supplies	2,647
520202 · Bank Fees & Services	4,276
520204 · Printing & Postage	11,194
520301 · Audit Services	26,250
520302 · Legal Services	87,705
520314 · Administrative Services	226
520320 · Professional Services	295,177
520501 · Professional Dues & Membership	29,097
520503 · Conferences & Meetings	79,881
520504 · Publications	40,971
520508 · Licenses & Fees	1,209
520701 · General Liability Insurance Exp	396,996
520801 · Mileage Reimbursement	41,723
520803 · Travel Reimbursement	110,993
520805 · Supplies & Meals Reimbursement	10,834
520904 · Computer Install & Maintenance	34,477
522798 · Miscellaneous Expense	
Total Expense	<u>9,953,629</u>
Net Ordinary Income	252,934
Other Income/Expense	
Other Income	
520100 · Investment Income	59,129
Total Other Income	<u>59,129</u>
Other Expense	
529990 · Contribution to MSA Reserves	200,000
529996 · Attributed OPEB / HRA Expense	65,500
529997 · Unallocated Admin. Svcs - RGS	-1,752,054
529999 · Allocated Unbillable Expenses	1,752,054
Total Other Expense	<u>265,500</u>
Net Other Income	<u>-206,371</u>
Net Income	<u><u>46,563</u></u>
COMBINED JPA INCOME	<u><u>-52,427</u></u>

**Regional Government Services**  
**Balance Sheet**  
As of June 30, 2016

	<b>Jun 30, 16</b>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
110030 · LAIF Account	1,173
110040 · CalTRUST Medium Term Fund	3,058,913
110050 · CalTRUST Short Term Fund	250,766
110060 · Rabobank Checking Account	20,515
110070 · Rabobank Money Market	268,154
<b>Total Checking/Savings</b>	3,599,521
<b>Accounts Receivable</b>	
131130 · Accounts Receivable	1,764,887
<b>Total Accounts Receivable</b>	1,764,887
<b>Other Current Assets</b>	
120005 · Prepaid Expenses	43,896
120010 · Prepaid Insurance	0
131131 · Accounts Receivable - Misc	2,687
<b>Total Other Current Assets</b>	46,583
<b>Total Current Assets</b>	5,410,991
<b>TOTAL ASSETS</b>	<b>5,410,991</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
220010 · Accounts Payable	48,286
<b>Total Accounts Payable</b>	48,286
<b>Other Current Liabilities</b>	
214060 · Due to LGS	2,133,840
214070 · Due To/From MSA	1,795,835
221003 · 457/401A Retirement Liability	48,232
221006 · FSA Liability	794
221015 · Health Insurance Liability	-3,144
221023 · Dental Insurance Liability	-642
221024 · Vision Insurance Liability	52
221028 · Misc Benefits Liability	14
221029 · Garnishments	588
230060 · Accrued Salaries, Wages & Taxes	289,074
240010 · Deferred Revenue	32,541
250001 · Accrued Vacation	282,633
<b>Total Other Current Liabilities</b>	4,579,817
<b>Total Current Liabilities</b>	4,628,103
<b>Total Liabilities</b>	4,628,103
<b>Equity</b>	
32000 · Retained Earnings	-183,206
370000 · Fund Bal Unreserved/Unrestrictd	919,544
Net Income	46,553
<b>Total Equity</b>	782,891
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>5,410,994</b>