



Executive Board of Directors Meeting
January 3, 2020
3PM
Agenda Packet
Item 2 b (pages 2 - 35)
Item 2c (pages 36 - 48)



Environmental Science Associates
 550 Kearny Street, Suite 800
 San Francisco, CA 94108
 (415) 896-5900

INVOICE

Andi Jordan
 Executive Director
 Cities Association of Santa Clara County
 PO Box 3144
 Los Altos, CA 94024

November 19, 2019
 Invoice No: 150421
 Project Manager: Steven Alverson

Project D181353.00 CASCC - Facilitator/Consultant Services for Santa Clara/Santa Cruz
 Community Roundtable

Professional Services from October 1, 2019 to October 31, 2019

Task 0000001 Facilitate Regular Roundtable Meetings

Subtask 0000011 1.1 Prepare For Up To 17 Roundtable Meetings

Professional Personnel

	Hours	Rate	Amount	
Senior Director III Alverson, Steven	23.00	300.00	6,900.00	
Senior Associate I Wasserman, Evan	40.00	150.00	6,000.00	
Totals	63.00		12,900.00	
Total Labor				12,900.00
				Subtotal this Subtask: \$12,900.00

Subtask 0000012 1.2 Attend, Facilitate, and Interact with CASCC staff/ Roundtable Members at Up To 17 Roundtable Meetings

Professional Personnel

	Hours	Rate	Amount	
Senior Director III Alverson, Steven	4.00	300.00	1,200.00	
Senior Associate I Wasserman, Evan	6.00	150.00	900.00	
Totals	10.00		2,100.00	
Total Labor				2,100.00
				Subtotal this Subtask: \$2,100.00

Subtask 0000013 1.3 Prepare Up To 17 Meeting Recaps and Lists of Action Items/Actions Taken

Professional Personnel

	Hours	Rate	Amount	
Senior Director III Alverson, Steven	3.00	300.00	900.00	
Senior Associate I Wasserman, Evan	14.00	150.00	2,100.00	
Totals	17.00		3,000.00	
Total Labor				3,000.00
				Subtotal this Subtask: \$3,000.00

PAYMENT DUE UPON RECEIPT

TOTAL THIS TASK: \$18,000.00

Task 0000002 Assist CASCC in Improving Roundtable Participation, Meeting Format, and Composition

Billing Limits	Current	Prior	To-Date
Total Billings	0.00	2,100.00	2,100.00
Limit			5,100.00
Remaining			3,000.00

TOTAL THIS TASK: 0.00

Task 0000003 Provide Support for Work Not Currently Before the Roundtable

Professional Personnel

	Hours	Rate	Amount
Senior Director III			
Alverson, Steven	2.00	300.00	600.00
Totals	2.00		600.00
Total Labor			600.00

Billing Limits	Current	Prior	To-Date
Total Billings	600.00	6,512.50	7,112.50
Limit			50,620.00
Remaining			43,507.50

TOTAL THIS TASK: \$600.00

Task 0000004 Follow Up with FAA and SFO on the Select Committee Recommendations

Billing Limits	Current	Prior	To-Date
Total Billings	0.00	3,205.00	3,205.00
Limit			7,200.00
Remaining			3,995.00

TOTAL THIS TASK: 0.00

Task 0000005 Follow Up with FAA and SJC on the Southflow Recommendations

Billing Limits	Current	Prior	To-Date
Total Billings	0.00	0.00	0.00
Limit			7,200.00
Remaining			7,200.00

TOTAL THIS TASK: 0.00

Task 0000006 Develop an FAA Advocacy Plan

Billing Limits	Current	Prior	To-Date
Total Billings	0.00	0.00	0.00
Limit			21,600.00
Remaining			21,600.00

TOTAL THIS TASK: 0.00

Task 0000007 Prepare and Maintain the Santa Clara/Santa Cruz Community Roundtable Public Website

Professional Personnel

	Hours	Rate	Amount	
Senior Director III				
Alverson, Steven	2.00	300.00	600.00	
Totals	2.00		600.00	
Total Labor				600.00

	Current	Prior	To-Date	
Billing Limits				
Total Billings	600.00	3,900.00	4,500.00	
Limit			10,820.00	
Remaining			6,320.00	
TOTAL THIS TASK:				\$600.00

 Task 0000ODC Other Direct Cost

Reimbursable Expenses

Travel - Transportation			106.83	
Travel - Meals			5.45	
Travel - Mileage			2.44	
Total Reimbursables		1.0 times	114.72	114.72

In-House Reimbursable Billing

Printing 8.5x11 b/w				
ARC Printing BW 8.5X11	2,147.0 Pages @ 0.10		214.70	
ARC Printing BW 8.5X11	76.0 Pages @ 0.10		7.60	
Printing 8.5x11 color				
ARC Printing COLOR 8.5X11	34.0 Pages @ 0.40		13.60	
ARC Printing COLOR 8.5X11	103.0 Pages @ 0.40		41.20	
Total In-House Reimbursables		1.0 times	277.10	277.10

	Current	Prior	To-Date	
Billing Limits				
Total Billings	391.82	9,584.57	9,976.39	
Limit			16,161.70	
Remaining			6,185.31	
TOTAL THIS TASK:				\$391.82

TOTAL INVOICE AMOUNT: \$19,591.82

Outstanding Invoices

Number	Date	Balance
149392	10/10/2019	8,413.73
Total		8,413.73

	Current	Prior	Total
Billings to Date	19,591.82	180,054.57	199,646.39

Remit to:

E S A
 P.O. Box 92170
 Elk Grove, IL 60009

TIN #: 94-1698350

Billing Backup

Tuesday, November 19, 2019

Environmental Science Associates

Invoice 150421 Dated 11/19/2019

12:25:39 PM

Project	D181353.00	CASCC - Facilitator/Consultant Services for Santa Clara/Santa Cruz Community Roundtable
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Task	0000001	Facilitate Regular Roundtable Meetings
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Subtask	0000011	1.1 Prepare For Up To 17 Roundtable Meetings
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Professional Personnel

	Hours	Rate	Amount
Senior Director III			
Senior Director III			
1 - Alverson, Steven	10/8/2019	3.00	300.00
Prep for the October 23, 2019 Roundtable Meeting			
1 - Alverson, Steven	10/9/2019	1.00	300.00
Prep for the October 23, 2019 Roundtable Meeting			
1 - Alverson, Steven	10/11/2019	1.00	300.00
Conference Call with FAA & Prep			
1 - Alverson, Steven	10/14/2019	2.00	300.00
Prep for the 10/23 Meeting & Checkin Call			
1 - Alverson, Steven	10/18/2019	2.00	300.00
Prep for the 10/23 Meeting			
1 - Alverson, Steven	10/21/2019	5.00	300.00
Prep for October 23rd RT Meeting			
1 - Alverson, Steven	10/22/2019	6.00	300.00
Prep for October 23rd RT Meeting			
1 - Alverson, Steven	10/23/2019	2.00	300.00
Prep for October 23rd RT Meeting			
1 - Alverson, Steven	10/31/2019	1.00	300.00
December RT Meeting Space Logistics			
Senior Associate I			
Senior Associate I			
7 - Wasserman, Evan	10/2/2019	1.50	150.00
1.5 hrs for edits to PDF prior to communication with RT, and posting articles to website			
7 - Wasserman, Evan	10/3/2019	1.50	150.00
1.5 hrs for communication to RT, correspondence tracking, and posting articles to website			
7 - Wasserman, Evan	10/4/2019	.50	150.00
.5 hr for posting articles to website			
7 - Wasserman, Evan	10/7/2019	1.00	150.00
1 hr for posting of materials to website and correspondence tracking			
7 - Wasserman, Evan	10/8/2019	1.00	150.00
1 hr for posting of materials to website and correspondence tracking and drafting agenda for October meeting			
7 - Wasserman, Evan	10/9/2019	1.00	150.00
1 hr for posting of materials to website, correspondence tracking, and drafting agenda for October meeting			
7 - Wasserman, Evan	10/11/2019	1.00	150.00
1 hr for posting of materials to website and correspondence tracking			
7 - Wasserman, Evan	10/14/2019	2.00	150.00
1 hr for correspondence tracking and posting materials to the website; 1 hr for meeting time			
7 - Wasserman, Evan	10/15/2019	1.00	150.00
1 hr for posting documents to website and communications with staff			

Project	D181353.00	CASCC - Facilitator/Consultant Services	Invoice	150421	
7 - Wasserman, Evan		10/16/2019	3.00	150.00	450.00
		1 hr for communication and correspondence tracking regarding Oct meeting and agenda packet; 2 hrs for updates to FAA Status Tracking Matrix			
7 - Wasserman, Evan		10/17/2019	3.00	150.00	450.00
		3 hrs for updates to the FAA status/response tracking matrix			
7 - Wasserman, Evan		10/18/2019	6.00	150.00	900.00
		5 hrs for compiling agenda packet and communications regarding agenda/October meeting; 1 hr for updating the IFP Gateway Memo			
7 - Wasserman, Evan		10/19/2019	.50	150.00	75.00
		.5 hr			
7 - Wasserman, Evan		10/21/2019	4.00	150.00	600.00
		4 hrs for prep prior to meeting, correspondence, updates to agenda, including time for printing of agenda materials and meeting materials			
7 - Wasserman, Evan		10/22/2019	3.50	150.00	525.00
		3.5 hrs for prep prior to meeting, including time for printing of agenda materials and meeting materials			
7 - Wasserman, Evan		10/23/2019	2.00	150.00	300.00
		2 hrs for work on prep materials and correspondence leading up to meeting and action item summary table			
7 - Wasserman, Evan		10/24/2019	.50	150.00	75.00
		.5 hr for work on action item summary table			
7 - Wasserman, Evan		10/25/2019	1.00	150.00	150.00
		1 hr for work on action item summary table			
7 - Wasserman, Evan		10/28/2019	3.00	150.00	450.00
		3 hrs for drafting meeting action item summary table			
7 - Wasserman, Evan		10/29/2019	1.00	150.00	150.00
		1 hr for drafting meeting action item summary table			
7 - Wasserman, Evan		10/31/2019	2.00	150.00	300.00
		2 hrs for SCSC Roundtable action item summary table finalization			
		Totals	63.00		12,900.00
		Total Labor			12,900.00
				Subtotal this Subtask:	\$12,900.00

Subtask 0000012 1.2 Attend, Facilitate, and Interact with CASCC staff/ Roundtable Members at Up To 17 Roundtable Meetings

Professional Personnel

			Hours	Rate	Amount
Senior Director III					
Senior Director III					
1 - Alverson, Steven		10/23/2019	4.00	300.00	1,200.00
		Facilitate 10/23/10 RT Meeting			
Senior Associate I					
Senior Associate I					
7 - Wasserman, Evan		10/23/2019	6.00	150.00	900.00
		6 hrs for meeting time and for getting to the meeting and back			
		Totals	10.00		2,100.00
		Total Labor			2,100.00
				Subtotal this Subtask:	\$2,100.00

Subtask 0000013 1.3 Prepare Up To 17 Meeting Recaps and Lists of Action Items/Actions Taken

Professional Personnel

			Hours	Rate	Amount	
Senior Director III						
Senior Director III						
1 - Alverson, Steven	10/24/2019	SCSC RT Meeting Follow-up	2.00	300.00	600.00	
1 - Alverson, Steven	10/25/2019	SCSC RT Meeting Follow-up	1.00	300.00	300.00	
Senior Associate I						
Senior Associate I						
7 - Wasserman, Evan	10/24/2019	1 hr for work on meeting recap	1.00	150.00	150.00	
7 - Wasserman, Evan	10/25/2019	3 hrs for work on meeting recap	3.00	150.00	450.00	
7 - Wasserman, Evan	10/28/2019	3 hrs for drafting meeting recap and working to fix video transcript issues	3.00	150.00	450.00	
7 - Wasserman, Evan	10/29/2019	5 hrs for drafting meeting recap and working to fix video transcript issues	5.00	150.00	750.00	
7 - Wasserman, Evan	10/31/2019	2 hrs for meeting recap finalization	2.00	150.00	300.00	
		Totals	17.00		3,000.00	
		Total Labor				3,000.00
				Subtotal this Subtask:		\$3,000.00
				TOTAL THIS TASK:		\$18,000.00

 Task 0000003 Provide Support for Work Not Currently Before the Roundtable

Professional Personnel

			Hours	Rate	Amount	
Senior Director III						
Senior Director III						
1 - Alverson, Steven	10/11/2019	Strategic Plan Edits for MLB	1.00	300.00	300.00	
1 - Alverson, Steven	10/31/2019	Discuss MONA Tool w/Stanford	1.00	300.00	300.00	
		Totals	2.00		600.00	
		Total Labor				600.00
				TOTAL THIS TASK:		\$600.00

 Task 0000007 Prepare and Maintain the Santa Clara/Santa Cruz Community Roundtable Public Website

Professional Personnel

			Hours	Rate	Amount	
Senior Director III						
Senior Director III						
1 - Alverson, Steven	10/10/2019	Articles for SCSC Roundtable Website	1.00	300.00	300.00	
1 - Alverson, Steven	10/31/2019	Update the SCSC Website News Page	1.00	300.00	300.00	
		Totals	2.00		600.00	
		Total Labor				600.00

TOTAL THIS TASK: \$600.00

Task 0000ODC Other Direct Cost

Reimbursable Expenses

Travel - Transportation

EX	000000049865	10/23/2019	Alverson, Steven / Parking	12.00
EX	000000049865	10/23/2019	Alverson, Steven / Train Fare	74.00
EX	000000049865	10/23/2019	Alverson, Steven / Uber to Santa Clara City Hall	9.42
EX	000000049865	10/23/2019	Alverson, Steven / Uber to Santa Clara Train Station	11.41

Travel - Meals

EX	000000049865	10/23/2019	Alverson, Steven / Lunch	5.45
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Travel - Mileage

EX	000000049865	10/23/2019	Alverson, Steven / Drive to Sacramento Train Station	2.44
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Total Reimbursables 1.0 times 114.72 114.72

In-House Reimbursable Billing

Printing 8.5x11 b/w

ARC Printing BW 8.5X11	2,147.0 Pages @ 0.10	214.70
ARC Printing BW 8.5X11	76.0 Pages @ 0.10	7.60

Printing 8.5x11 color

ARC Printing COLOR 8.5X11	34.0 Pages @ 0.40	13.60
ARC Printing COLOR 8.5X11	103.0 Pages @ 0.40	41.20

Total In-House Reimbursables 1.0 times 277.10 277.10

TOTAL THIS TASK: \$391.82

Total this Project \$19,591.82

Total this Report \$19,591.82

Environmental Science AssociatesExpense Report for Invoice #000000150421 Dated 11/19/2019

Date	Person	Category	Description	Amount
10/23/2019	Alverson, Steven	Parking/Toll/Cab/Rail (Ferry)		\$11.41
	Business Reason: Uber to Santa Clara Train Station			
10/23/2019	Alverson, Steven	Parking/Toll/Cab/Rail (Ferry)		\$9.42
	Business Reason: Uber to Santa Clara City Hall			
10/23/2019	Alverson, Steven	Parking/Toll/Cab/Rail (Ferry)		\$74.00
	Business Reason: Round trip train fare from Sacramento to Santa Clara to attend the SCSC Roundtable meeting			
10/23/2019	Alverson, Steven	Parking/Toll/Cab/Rail (Ferry)		\$12.00
	Business Reason: Park at train station in Sacramento to take Amtrak to the SCSC Roundtable meeting.			
10/23/2019	Alverson, Steven	Meals (Travel)		\$5.45
	Business Reason: Eat lunch prior to the SCSC Roundtable Meeting.			
10/23/2019	Alverson, Steven	Mileage (2019 Rate @.580)	Travel: 4.20 mi @ 0.580	\$2.44
	Business Reason: Uber to Santa Clara Train Station Round Trip Travel To/From: Office to Train Station - Round Trip			
Total				\$114.72

Category Summary

Meals (Travel)	\$5.45
Mileage (2019 Rate @.580)	\$2.44
Parking/Toll/Cab/Rail (Ferry)	\$106.83

10/23/19
SCSC Roundtable
meeting
D181353

STARBUCKS Store #5619
495 El Camino Real
Santa Clara, CA (408) 248-7343

CHK 657268
10/23/2019 10:14 AM
2586957 Drawer: 2 Reg: 2

*Lucah
Alverson*

Egg White Sv Redpp 4.45
Visa 4.45
XXXXXXXXXXXX6042
Card Entry: QUICK CHIP
Trans Type: PURCHASE
Reference #: 00000074
App Label: CHASE VISA
Auth #: 03438D
AID: A0000000031010
TVR: 0080008000
TSI: E800
Subtotal \$4.45
Total \$4.45
Change Due \$0.00

----- Check Closed -----
10/23/2019 10:14 AM

Cash Tip \$1.00
Total \$5.45

Welcome To Sac Valley Station

PARKING TIME EXPIRES AT

**10/24/2019
06:32 AM**

Meter: AMTRK_07

Trans: 09565

Time: 06:32 AM

Date: Wed Oct 23, 2019

Plate: 6JWN178

Paid: \$12.00

*at
Train
Station*

PLEASE RETAIN THIS TICKET
AS PROOF OF PAYMENT
(NOT REQUIRED TO BE
DISPLAYED ON DASH)

ADD TIME TO YOUR PARKING
SESSION WITH PARKMOBILE-ZONE 29,
USE THE APP, CALL 916-722-7275,
OR VISIT WWW.PARKMOBILE.COM

10/23/2019 06:32 AM

PARKING RECEIPT PARKING RECEIPT PARKING RECEIPT PARKING R

Steven Alverson

From: etickets@amtrak.com
Sent: Tuesday, October 22, 2019 5:02 PM
To: Steven Alverson
Subject: Amtrak: eTicket and Receipt for Your 10/23/2019 Trip - STEVEN ALVERSON
Attachments: Alverson Steven 201910222002200332.pdf

SALES RECEIPT



Purchased: 10/22/2019 5:02 PM PTThank you for your purchase.

- 1. Retain this receipt for your records.
- 2. Print the attached eTicket and carry during your trip.

Merchant ID 007091 Massachusetts Ave NWWashington, DC 20001800-USA-RAILAmtrak.com

Reservation Number - 3767ABSACRAMENTO, CA - SANTA CLARA-UNIVERSITY, CA (Round-Trip)OCTOBER 22, 2019
Billing Information

STEVEN ALVERSON4944 PUMA WAYCARMICHAEL, CA 95608-
Visa ending in 6042 (Purchase)Authorization Code 06582D
Total \$74

Purchase Summary - Ticket Number 2950709606267

TRAIN 527: SACRAMENTO, CA - SANTA CLARA (TRANSIT CENTER), CA Depart 7:05 AM, Wednesday, October 23, 2019 1 UNRESERVED COACH SEAT	\$37.00
Ticket Terms & Conditions NOT VALID ON RESERVED COACH TRAINS	Subtotal
	\$37.00
TRAIN 546: SANTA CLARA (TRANSIT CENTER), CA - SACRAMENTO, CA Depart 5:52 PM, Wednesday, October 23, 2019 1 UNRESERVED COACH SEAT	\$37.00

Ticket Terms & Conditions NOT VALID ON RESERVED COACH TRAINS	
	Subtotal
	\$37.00
	Total Charged by Amtrak
	\$74.00

Passengers

Steven Alverson

Important Information

- Tickets are non-transferable.
- Changes to your itinerary may affect your fare. Refund and exchange restrictions and penalties for failure to cancel unwanted travel may apply. If your travel plans change, contact us before departure to change your reservation. If you do not board your train, your entire reservation from that point will be canceled. If you board a different train without notifying us, you will have to pay for it separately; the conductor cannot apply the money paid for your prior reservation. For more information please visit [Amtrak.com/changes](https://www.amtrak.com/changes).
- Summary of Terms and Conditions: Ticket valid for carriage or refund (subject to the refund rules of the fare purchased) for twelve months after day of issue unless otherwise specified. Amtrak tickets may only be sold or issued by Amtrak or an authorized travel agent/tour operator. Tickets sold or issued by an unauthorized third party will be voided by Amtrak. This ticket is a contract of carriage which includes specific terms and conditions and a binding arbitration agreement between Amtrak and the ticket holder. The terms and conditions and arbitration agreement are available at [Amtrak.com/terms-and-conditions.html](https://www.amtrak.com/terms-and-conditions.html). Tickets sold for non-Amtrak service are subject to the tariffs of the providing carrier.
- Questions? Contact us online at [Amtrak.com/contact](https://www.amtrak.com/contact) or call 1-800-USA-RAIL (1-800-872-7245) or for text telephone (TTY) 1-800-523-6590.

From: Uber Receipts <uber.us@uber.com>
Sent: Wednesday, October 23, 2019 11:31 AM
To: Steven Alverson
Subject: Thanks for tipping! We've updated your Wednesday morning trip receipt

Uber

Total: **\$9.42**
Wed, Oct 23, 2019

Thanks for tipping,
Steven

Thanks for tipping! We've updated your Wednesday morning trip receipt




Total

\$9.42

Trip Fare	\$5.62
Subtotal	\$5.62
Tolls, Surcharges, and Fees ?	\$2.80
Tip	\$1.00

Amount Charged

 •••• 6042 | [Switch](#)

\$9.42

You rode with Manjeet Singh



Has passed Uber Multi-Step Safety Screen

4.92★ Rating

Manjeet is known for:
Excellent Service

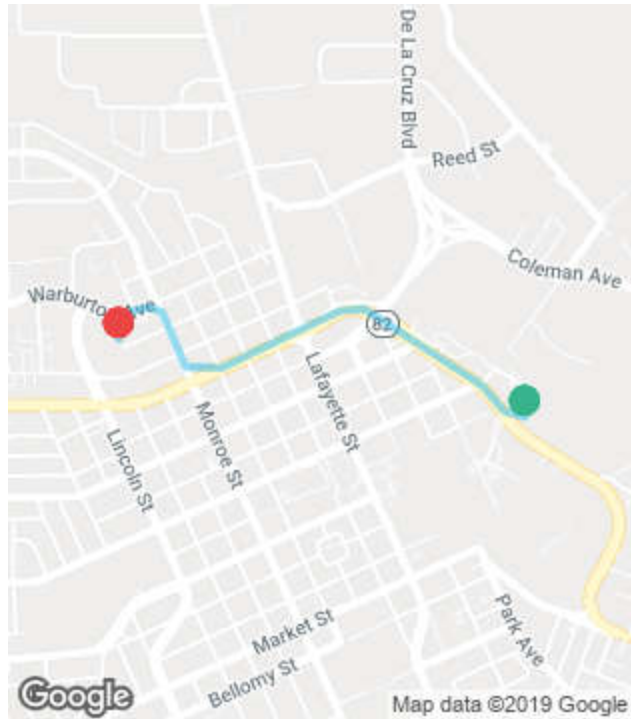
How was your ride?

[Rate Or Tip](#)

Your driver was licensed by None (licence number: None). In the event that you have any issue with the service you received, please let us know via the Help option in your app, or via help.uber.com. In the event that you have a formal complaint, you should also consider contacting None and, if relevant, the police.

When you ride with Uber, your trips are insured in case of a covered accident.
[Learn more.](#)

- **11:07am**
495 El Camino Real, Santa Clara, CA
- **11:11am**
1500 Warburton Ave, Santa Clara, CA



Invite your friends and family.
Get \$5 off your next ride when you refer a friend to try Uber. Share code: a58nn

[REPORT LOST ITEM >](#)

[CONTACT SUPPORT >](#)

[MY TRIPS >](#)

Uber

From: Uber Receipts <uber.us@uber.com>
Sent: Wednesday, October 23, 2019 4:52 PM
To: Steven Alverson
Subject: Thanks for tipping! We've updated your Wednesday afternoon trip receipt

Uber

Total: **\$11.41**
Wed, Oct 23, 2019

Thanks for tipping,
Steven

Thanks for tipping! We've updated your Wednesday afternoon trip receipt



Total

\$11.41

Trip Fare	\$6.30
Subtotal	\$6.30
Wait Time ?	\$1.31
Tolls, Surcharges, and Fees ?	\$2.80
Tip	\$1.00

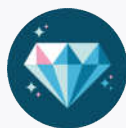
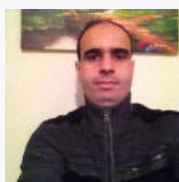
Amount Charged

 •••• 6042 | [Switch](#)

\$11.41

A temporary hold of \$9.10 was placed on your payment method •••• 6042 at the start of the trip. This is not a charge and has or will be removed. It should disappear from your bank statement shortly. [Learn More](#)

You rode with Mbarek Bennar



Has passed Uber Multi-Step Safety Screen

4.9★ Rating

Mbarek is known for:
Excellent Service

How was your ride?

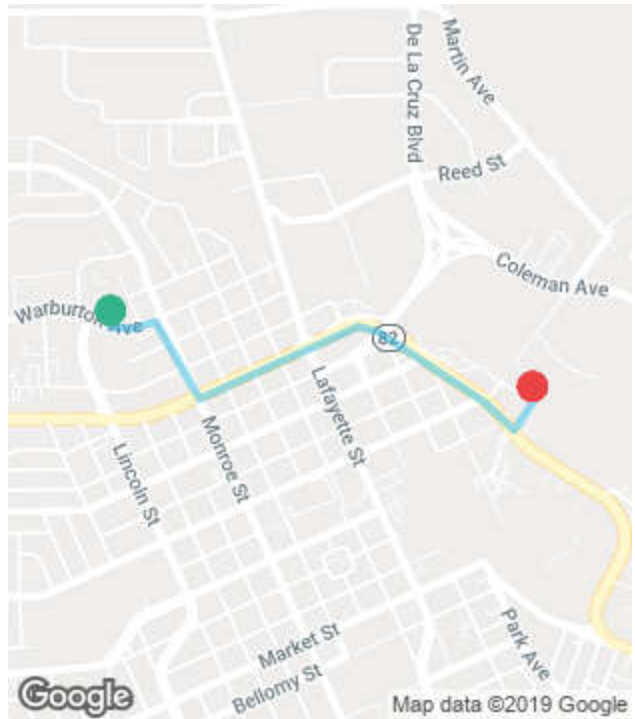
[Rate Or Tip](#)

Your driver was licensed by None (licence number: None). In the event that you have any issue with the service you received, please let us know via the Help option in your app, or via help.uber.com. In the event that you have a formal complaint, you should also consider contacting None and, if relevant, the police.

When you ride with Uber, your trips are insured in case of a covered accident. [Learn more.](#)

■ **04:14pm**
1500 Warburton Ave, Santa Clara, CA

■ **04:19pm**
1005 Railroad Ave, Santa Clara, CA



Invite your friends and family.

Get \$5 off your next ride when you refer a friend to try Uber. Share code: a58nn

[REPORT LOST ITEM >](#)

[CONTACT SUPPORT >](#)

[MY TRIPS >](#)

Uber

10/23/19
SCC Roundtrip
Meeting

Boarding
Pass
eTicket



PRESENT THIS DOCUMENT FOR BOARDING

RESERVATION NUMBER 3767AB

RES# 3767AB-22OCT19

SAC



SCC

Round-Trip

SACRAMENTO, CA

SANTA CLARA-UNIVERSITY,

OCTOBER 23, 2019

Depart

TRAIN	CAPITOL CORRIDOR	SACRAMENTO - SANTA CLARA (TRANSIT CENTER)	DEPARTS	ARRIVES (Wed Oct 23)
527	Oct 23, 2019	1 Unreserved Coach Seat	7:05 AM	9:51 AM

Return

TRAIN	CAPITOL CORRIDOR	SANTA CLARA (TRANSIT CENTER) - SACRAMENTO	DEPARTS	ARRIVES (Wed Oct 23)
546	Oct 23, 2019	1 Unreserved Coach Seat	5:52 PM	8:50 PM

PASSENGERS (1)

ALVERSON, STEVEN

ADULT

AMTRAK GUEST REWARDS

7008226693 | MEMBER

Proper identification is required for all passengers. This document is valid for only passengers listed. See www.amtrak.com/ID for details.

IMPORTANT INFORMATION

- NOT VALID ON RESERVED COACH TRAINS
- At Sacramento Valley Station there is a 1200-foot walk from the station building to the train platforms. Passengers are encouraged to be ready to proceed from the station to the platform not less than ten minutes prior to train departure time.
- eTickets for **Unreserved Coach** services are valid within the limits of the city-pair paid for and within one year of purchase, unless otherwise restricted by any special or promotional fare paid. Seats may not be available and you may have to stand.
- When should you arrive at the station? Check the recommended arrival times for your departure station at Amtrak.com/stations. Allow additional time if you require ticketing/baggage services or boarding assistance, or if you are boarding at a Canadian station.
- Tickets are non-transferable. They are valid only for the personal use of the passenger(s) named on the ticket.
- For *Capitol Corridor* travel information please visit capitolcorridor.org, or call 1-877-974-3322 (TDD 1-510-839-2220).
- Your printed eTicket travel document shows the services you booked. If you change your booking but do not reprint the document, it will not reflect your current itinerary. You may obtain an updated copy of your eTicket at Amtrak.com. At some stations, a gate agent may need to view your eTicket prior to boarding (learn more at Amtrak.com/boarding).
- Changes to your itinerary may affect your fare. Refund and exchange restrictions and penalties for failure to cancel unwanted travel may apply. For more information please visit Amtrak.com/changes.
- Carry-on baggage is limited to 2 personal items, 14x11x7" / 25lbs per item, and 2 bags, 28x22x14" / 50lbs per bag, per passenger. **You may be charged a baggage fee or denied boarding if your items exceed these limitations.** See the baggage policy at Amtrak.com/baggage.
- Check the departure board or ask a uniformed Amtrak employee to find out where to board your train.
- **If You See Something Say Something!** Contact Amtrak Police at 1-800-331-0008 or Text to APD11 (27311).

YOUR TRIP TO:



2600 Capitol Ave, Sacramento, CA, 95816-5905

19 MIN | 4.2 MI

IRS Reimbursement: \$2.45

Trip time based on traffic conditions as of 3:34 PM on July 26, 2019. Current Traffic: Heavy



Print a full health report of your car with HUM vehicle diagnostics **(800) 906-2501**

2600 Capitol Ave, Sacramento, CA 95816-5905

1. Start out going west on Capitol Ave toward 26th St.
Then 0.02 miles 0.02 total miles

2. Take the 1st right onto 26th St.
Then 0.08 miles 0.10 total miles

3. Take the 2nd left onto L St.
Then 1.38 miles 1.48 total miles

4. Turn right onto 8th St.
Then 0.24 miles 1.72 total miles

5. Turn left onto I St.
Then 0.23 miles 1.95 total miles

6. 401 I ST.

Sacramento Amtrak

This leg of your trip is:
5 minutes · 1.95 miles

----- Start of next leg of route -----


7. Start out going west on I St toward Chinatown Mall.
Then 0.08 miles 2.03 total miles


8. Take the 3rd Street exit on the left.
Then 0.07 miles 2.10 total miles


 **9. Turn left** onto 3rd St.
----- Then 0.08 miles ----- 2.18 total miles

 **10. Turn left** onto J St.
----- Then 1.61 miles ----- 3.80 total miles


 **11. Turn right** onto 24th St.
----- Then 0.24 miles ----- 4.04 total miles

 **12. Turn left** onto Capitol Ave. Pass through 1
roundabout.
----- Then 0.18 miles ----- 4.22 total miles

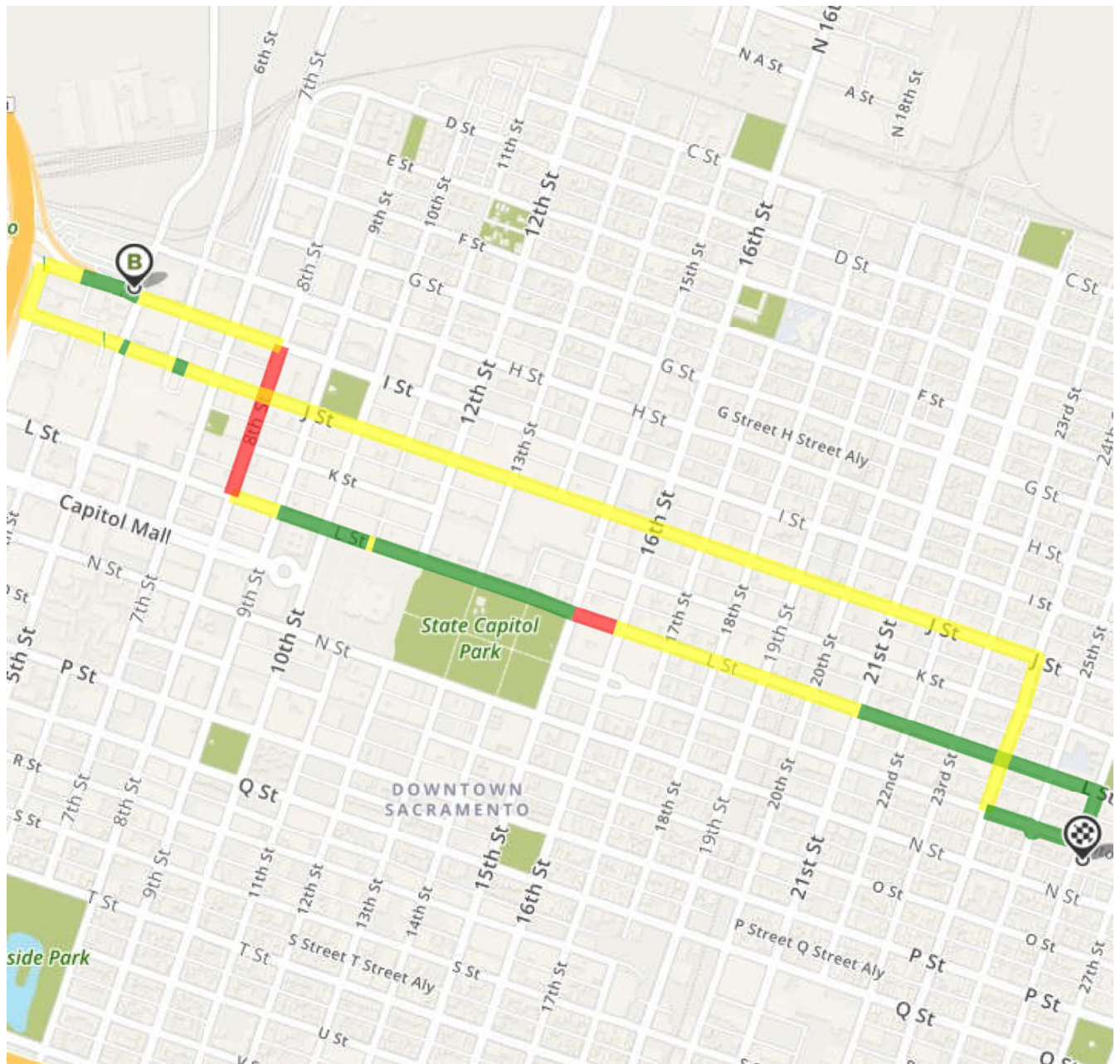
 **13. 2600 Capitol Ave, Sacramento, CA 95816-5905,**
2600 CAPITOL AVE is on the **right**.

 2600 Capitol Ave, Sacramento, CA 95816-5905

This leg of your trip is:
6 minutes · 2.27 miles

 Save to My Maps

Use of directions and maps is subject to our [Terms of Use](#). We don't guarantee accuracy, route conditions or usability. You assume all risk of use.



Environmental Science Associates

Unit Detail for Invoice 00000150421 Dated 11/19/2019

Project: D181353.00-CASCC - Facilitator/Consultant Services

Category	Date	Description	Calculation	Amount
Printing 8.5x11 b/w	10/25/2019	ARC Printing BW 8.5X11	2,147.0 Pages @ 0.10	\$214.70
Printing 8.5x11 color	10/25/2019	ARC Printing COLOR 8.5X11	103.0 Pages @ 0.40	\$41.20
Printing 8.5x11 b/w	10/25/2019	ARC Printing BW 8.5X11	76.0 Pages @ 0.10	\$7.60
Printing 8.5x11 color	10/25/2019	ARC Printing COLOR 8.5X11	34.0 Pages @ 0.40	\$13.60
Total				\$277.10

Category Summary

Printing 8.5x11 b/w	\$222.30
Printing 8.5x11 color	\$54.80
Total	\$277.10



Environmental Science Associates
 550 Kearny Street, Suite 800
 San Francisco, CA 94108
 (415) 896-5900

INVOICE

Andi Jordan
 Executive Director
 Cities Association of Santa Clara County
 PO Box 3144
 Los Altos, CA 94024

December 18, 2019
 Invoice No: 151193
 Project Manager: Steven Alverson

Project D181353.00 CASCC - Facilitator/Consultant Services for Santa Clara/Santa Cruz
 Community Roundtable

Professional Services from November 1, 2019 to November 30, 2019

Task 0000001 Facilitate Regular Roundtable Meetings

Subtask 0000011 1.1 Prepare For Up To 17 Roundtable Meetings

Professional Personnel

	Hours	Rate	Amount	
Senior Director III				
Alverson, Steven	4.50	300.00	1,350.00	
Senior Associate I				
Wasserman, Evan	12.50	150.00	1,875.00	
Totals	17.00		3,225.00	
Total Labor				3,225.00
				Subtotal this Subtask: \$3,225.00

Subtask 0000013 1.3 Prepare Up To 17 Meeting Recaps and Lists of Action Items/Actions Taken

Professional Personnel

	Hours	Rate	Amount	
Senior Director III				
Alverson, Steven	10.00	300.00	3,000.00	
Senior Associate I				
Wasserman, Evan	3.00	150.00	450.00	
Totals	13.00		3,450.00	
Total Labor				3,450.00
				Subtotal this Subtask: \$3,450.00

TOTAL THIS TASK: \$6,675.00

Task 0000002 Assist CASCC in Improving Roundtable Participation, Meeting Format, and Composition

Billing Limits	Current	Prior	To-Date	
Total Billings	0.00	2,100.00	2,100.00	
Limit			5,100.00	
Remaining			3,000.00	
				TOTAL THIS TASK: 0.00

Task 0000003 Provide Support for Work Not Currently Before the Roundtable

Professional Personnel

	Hours	Rate	Amount	
Senior Director III				
Alverson, Steven	2.00	300.00	600.00	
Totals	2.00		600.00	
Total Labor				600.00

	Current	Prior	To-Date	
Billing Limits				
Total Billings	600.00	7,112.50	7,712.50	
Limit			50,620.00	
Remaining			42,907.50	
TOTAL THIS TASK:				\$600.00

Task	0000004	Follow Up with FAA and SFO on the Select Committee Recommendations		
Billing Limits			Current	Prior
Total Billings			0.00	3,205.00
Limit				7,200.00
Remaining				3,995.00
TOTAL THIS TASK:				0.00

Task	0000005	Follow Up with FAA and SJC on the Southflow Recommendations		
Billing Limits			Current	Prior
Total Billings			0.00	0.00
Limit				7,200.00
Remaining				7,200.00
TOTAL THIS TASK:				0.00

Task	0000006	Develop an FAA Advocacy Plan		
Billing Limits			Current	Prior
Total Billings			0.00	0.00
Limit				21,600.00
Remaining				21,600.00
TOTAL THIS TASK:				0.00

Task	0000007	Prepare and Maintain the Santa Clara/Santa Cruz Community Roundtable Public Website		
Billing Limits			Current	Prior
Total Billings			0.00	4,500.00
Limit				10,820.00
Remaining				6,320.00
TOTAL THIS TASK:				0.00

Task	0000ODC	Other Direct Cost		
Reimbursable Expenses				
Travel - Transportation				74.00
Travel - Meals				15.53
Total Reimbursables			1.0 times	89.53
89.53				89.53
Billing Limits			Current	Prior
Total Billings			89.53	9,976.39
Limit				10,065.92
				16,161.70

Project	D181353.00	CASCC - Facilitator/Consultant Services	Invoice	151193
	Remaining		6,095.78	
			TOTAL THIS TASK:	\$89.53
			TOTAL INVOICE AMOUNT:	\$7,364.53

Outstanding Invoices

Number	Date	Balance
150421	11/19/2019	19,591.82
Total		19,591.82

	Current	Prior	Total
Billings to Date	7,364.53	199,646.39	207,010.92

Remit to:

E S A
P.O. Box 92170
Elk Grove, IL 60009

TIN #: 94-1698350

Billing Backup

Wednesday, December 18, 2019

Environmental Science Associates

Invoice 151193 Dated 12/18/2019

2:13:43 PM

Project	D181353.00	CASCC - Facilitator/Consultant Services for Santa Clara/Santa Cruz Community Roundtable
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Task	0000001	Facilitate Regular Roundtable Meetings
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Subtask	0000011	1.1 Prepare For Up To 17 Roundtable Meetings
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Professional Personnel

	Hours	Rate	Amount
Senior Director III			
Senior Director III			
1 - Alverson, Steven December RT Meeting Space Logistics	11/1/2019 1.00	300.00	300.00
1 - Alverson, Steven Prep for December 19th Meeting	11/4/2019 1.00	300.00	300.00
1 - Alverson, Steven Prep for December 19th Meeting	11/5/2019 2.00	300.00	600.00
1 - Alverson, Steven Prep for December 19th Meeting	11/6/2019 .50	300.00	150.00
Senior Associate I			
Senior Associate I			
7 - Wasserman, Evan 2 hrs for drafting action item matrix and communications for next meeting/meeting time	11/4/2019 2.00	150.00	300.00
7 - Wasserman, Evan .5 hr for communication regarding next meeting/schedule	11/5/2019 .50	150.00	75.00
7 - Wasserman, Evan 1 hr for edits to the draft action item matrix and communications for next meeting/meeting time	11/6/2019 1.00	150.00	150.00
7 - Wasserman, Evan .5 hr for communication and edits on the RT action matrix	11/7/2019 .50	150.00	75.00
7 - Wasserman, Evan .5 hr for postign article to website and correspondence tracking	11/8/2019 .50	150.00	75.00
7 - Wasserman, Evan 2 hrs for posting, communications/correspondence tracking, and edits to actions summary table/meeting recap	11/11/2019 2.00	150.00	300.00
7 - Wasserman, Evan 1 hr for correspondence tracking, posting, and edits to meeting recap and actions summary table	11/14/2019 1.00	150.00	150.00
7 - Wasserman, Evan 1 hr for posting/communications; 1 hr for correspondence tracking/updates	11/15/2019 2.00	150.00	300.00
7 - Wasserman, Evan 1 hr for correspondence tracking and communication regarding upcoming meeting agenda	11/18/2019 1.00	150.00	150.00
7 - Wasserman, Evan 1.5 hrs for correspondence tracking	11/21/2019 1.50	150.00	225.00
7 - Wasserman, Evan .5 hr for sending out the ANR and correspondence tracking	11/22/2019 .50	150.00	75.00
Totals	17.00		3,225.00
Total Labor			3,225.00
Subtotal this Subtask:			\$3,225.00

Subtask	0000013	1.3 Prepare Up To 17 Meeting Recaps and Lists of Action Items/Actions Taken
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Professional Personnel

			Hours	Rate	Amount	
Senior Director III						
Senior Director III						
1 - Alverson, Steven	11/4/2019	October RT Meeting Follow-up	2.00	300.00	600.00	
1 - Alverson, Steven	11/6/2019	Review Meeting Recap & Action Matrix	2.00	300.00	600.00	
1 - Alverson, Steven	11/8/2019	Review Meeting Recap & Action Matrix	2.00	300.00	600.00	
1 - Alverson, Steven	11/8/2019	SST Noise Regs Letters to FAA & Congress	4.00	300.00	1,200.00	
Senior Associate I						
Senior Associate I						
7 - Wasserman, Evan	11/6/2019	2 hrs for communication and edits to Oct meeting recap	2.00	150.00	300.00	
7 - Wasserman, Evan	11/7/2019	1 hr for follow up edits to meeting recap to make it shorter	1.00	150.00	150.00	
		Totals	13.00		3,450.00	
		Total Labor				3,450.00
						Subtotal this Subtask: \$3,450.00
						TOTAL THIS TASK: \$6,675.00

Task 0000003 Provide Support for Work Not Currently Before the Roundtable

Professional Personnel

			Hours	Rate	Amount	
Senior Director III						
Senior Director III						
1 - Alverson, Steven	11/15/2019	Letters to the Congressional Reps & FAA on SST Noise Regs	2.00	300.00	600.00	
		Totals	2.00		600.00	
		Total Labor				600.00
						TOTAL THIS TASK: \$600.00

Task 0000ODC Other Direct Cost

Reimbursable Expenses

Travel - Transportation						
EX	000000050141	10/23/2019	Wasserman, Evan / Amtrak train to Santa Clara for meeting		74.00	
Travel - Meals						
EX	000000050141	10/23/2019	Wasserman, Evan / Breakfast/Lunch in Santa/Clara		15.53	
			Total Reimbursables	1.0 times	89.53	89.53
						TOTAL THIS TASK: \$89.53
						Total this Project \$7,364.53
						Total this Report \$7,364.53

Environmental Science AssociatesExpense Report for Invoice #000000151193 Dated 12/18/2019

Date	Person	Category	Description	Amount
10/23/2019	Wasserman, Evan	Parking/Toll/Cab/Rail (Ferry)		\$74.00
	Business Reason: Amtrak train from Sac to Santa Clar and return			
10/23/2019	Wasserman, Evan	Meals (Travel)		\$15.53
	Business Reason: Breakfast/Lunch at Cramer's bagel in Santa Clara before meeting for SCSC Roundtable			
Total				\$89.53

Category Summary

Meals (Travel)	\$15.53
Parking/Toll/Cab/Rail (Ferry)	\$74.00



PRESENT THIS DOCUMENT FOR BOARDING

RESERVATION NUMBER 3718CC

RES# 3718CC-22OCT19

SAC ➤ SCC Round-Trip

SACRAMENTO, CA SANTA CLARA-UNIVERSITY, OCTOBER 23, 2019

Depart

TRAIN	CAPITOL CORRIDOR	SACRAMENTO - SANTA CLARA (TRANSIT CENTER)	DEPARTS	ARRIVES (Wed Oct 23)
527	Oct 23, 2019	1 Unreserved Coach Seat	7:05 AM	9:51 AM

Return

TRAIN	CAPITOL CORRIDOR	SANTA CLARA (TRANSIT CENTER) - SACRAMENTO	DEPARTS	ARRIVES (Wed Oct 23)
546	Oct 23, 2019	1 Unreserved Coach Seat	5:52 PM	8:50 PM

PASSENGERS (1)

WASSERMAN, EVAN ADULT

AMTRAK GUEST REWARDS

8468311298 | MEMBER

Proper identification is required for all passengers. This document is valid for only passengers listed. See www.amtrak.com/ID for details.

IMPORTANT INFORMATION

- NOT VALID ON RESERVED COACH TRAINS
- At Sacramento Valley Station there is a 1200-foot walk from the station building to the train platforms. Passengers are encouraged to be ready to proceed from the station to the platform not less than ten minutes prior to train departure time.
- eTickets for Unreserved Coach services are valid within the limits of the city-pair paid for and within one year of purchase, unless otherwise restricted by any special or promotional fare paid. Seats may not be available and you may have to stand.
- When should you arrive at the station? Check the recommended arrival times for your departure station at Amtrak.com/stations. Allow additional time if you require ticketing/baggage services or boarding assistance, or if you are boarding at a Canadian station.
- Tickets are non-transferable. They are valid only for the personal use of the passenger(s) named on the ticket.
- For Capitol Corridor travel information please visit capitolcorridor.org, or call 1-877-974-3322 (TDD 1-510-839-2220).
- Your printed eTicket travel document shows the services you booked. If you change your booking but do not reprint the document, it will not reflect your current itinerary. You may obtain an updated copy of your eTicket at Amtrak.com. At some stations, a gate agent may need to view your eTicket prior to boarding (learn more at Amtrak.com/boarding).
- Changes to your itinerary may affect your fare. Refund and exchange restrictions and penalties for failure to cancel unwanted travel may apply. For more information please visit Amtrak.com/changes.
- Carry-on baggage is limited to 2 personal items, 14x11x7" / 25lbs per item, and 2 bags, 28x22x14" / 50lbs per bag, per passenger. You may be charged a baggage fee or denied boarding if your items exceed these limitations. See the baggage policy at Amtrak.com/baggage.
- Check the departure board or ask a uniformed Amtrak employee to find out where to board your train.
- If You See Something Say Something! Contact Amtrak Police at 1-800-331-0008 or Text to APD11 (27311).

Evan Wasserman

From: Evan Wasserman <ewass17@gmail.com>
Sent: Tuesday, October 22, 2019 1:08 PM
To: Evan Wasserman
Subject: Fwd: Amtrak: eTicket and Receipt for Your 10/23/2019 Trip - EVAN WASSERMAN
Attachments: Wasserman Evan 201910221525330589.pdf

FYI

----- Forwarded message -----

From: <etickets@amtrak.com>
Date: Tue, Oct 22, 2019 at 12:25 PM
Subject: Amtrak: eTicket and Receipt for Your 10/23/2019 Trip - EVAN WASSERMAN
To: <EWASS17@gmail.com>

SALES RECEIPT



Purchased: 10/22/2019 12:25 PM PT Thank you for your purchase.

1. Retain this receipt for your records.
2. Print the attached eTicket and carry during your trip.

Merchant ID 006001 Massachusetts Ave NW Washington, DC 20001800-USA-RAIL Amtrak.com

Reservation Number - 3718CCSACRAMENTO, CA - SANTA CLARA-UNIVERSITY, CA (Round-Trip) OCTOBER 22, 2019

Billing Information

EVAN WASSERMAN 4541 8TH AVE SACRAMENTO, CA 95820

Visa ending in 0272 (Purchase) Authorization Code 02369B
Total \$74.00

Purchase Summary - Ticket Number 2950600607653

TRAIN 527: SACRAMENTO, CA - SANTA CLARA (TRANSIT CENTER), CA Depart 7:05 AM,
Wednesday, October 23, 2019

1 UNRESERVED COACH SEAT

\$37.00

Ticket Terms & Conditions NOT VALID ON RESERVED COACH TRAINS

Subtotal

\$37.00

TRAIN 546: SANTA CLARA (TRANSIT CENTER), CA - SACRAMENTO, CA Depart 5:52 PM,
Wednesday, October 23, 2019

1 UNRESERVED COACH SEAT

\$37.00

Ticket Terms & Conditions NOT VALID ON RESERVED COACH TRAINS

Subtotal

\$37.00

Total Charged by Amtrak

\$74.00

Passengers

Evan Wasserman

Important Information

- Tickets are non-transferable.
- Changes to your itinerary may affect your fare. Refund and exchange restrictions and penalties for failure to cancel unwanted travel may apply. If your travel plans change, contact us before departure to change your reservation. If you do not board your train, your entire reservation from that point will be canceled. If you board a different train without notifying us, you will have to pay for it separately; the conductor cannot apply the money paid for your prior reservation. For more information please visit Amtrak.com/changes.
- Summary of Terms and Conditions: Ticket valid for carriage or refund (subject to the refund rules of the fare purchased) for twelve months after day of issue unless otherwise specified. Amtrak tickets may only be sold or issued by Amtrak or an authorized travel agent/tour operator. Tickets sold or issued by an unauthorized third party will be voided by Amtrak. This ticket is a contract of carriage which includes specific terms and conditions and a binding arbitration agreement between Amtrak and the ticket holder. The terms and conditions and arbitration agreement are available at Amtrak.com/terms-and-conditions.html. Tickets sold for non-Amtrak service are subject to the tariffs of the providing carrier.
- Questions? Contact us online at Amtrak.com/contact or call 1-800-USA-RAIL (1-800-872-7245) or for text telephone (TTY) 1-800-523-6590.

--

Best,

Evan

ewass17@gmail.com

Evan Wasserman

Associate - Community Development Group

ESA | Environmental Science Associates

EWasserman@esassoc.com | www.esassoc.com

CRAMER'S
BAGELS

(408) 246-7580

REG 10-23-2019

CRAMER EGG	T1	\$5.15
ADD EXTRA		\$0.99
SMK SALMON	T1	\$8.19
TAX 1		\$1.20
CHARGE		\$15.53

10/24/2019	AMTRAK .COM 2950600607653WASHINGTON DC	\$74.00	
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10/24/2019	SQ *CRAMER'S BAGELS Santa Clara CA	\$15.53	
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Beginning balance as of 10/16/2019

Management Report

CITIES ASSOCIATION OF SANTA CLARA COUNTY

For the period ended November 30, 2019



Prepared by

BestBooks4U Bookkeeping & QuickBooks Consulting

Prepared on

December 3, 2019

Table of Contents

Profit and Loss	3
Balance Sheet.....	5
Statement of Cash Flows.....	6
Monthly Summary Expenses by VENDOR.....	7
Transaction Detail by Account.....	8

Profit and Loss

July - November, 2019

	Total
INCOME	
Dues Income	39,138.81
Roundtable Income	104,539.00
Services	131,611.38
Total Income	275,289.19
COST OF GOODS SOLD	
Cost of Goods Sold	990.25
Total Cost of Goods Sold	990.25
GROSS PROFIT	274,298.94
EXPENSES	
Dues and Subscriptions	225.00
Office	
Directory Production	17.00
Hospitality	532.43
Insurance	721.65
Miscellaneous	
Bank Service Charges	15.00
Total Miscellaneous	15.00
Post Office Box	83.00
Postage and Delivery	9.17
Printing and Copying	434.29
Recognition	392.95
Software Licenses	642.42
Supplies and Equipment	38.14
Total Office	2,886.05
Office/General Administrative Expenses	94.04
Other Miscellaneous Service Cost	288.07
Professional Services	
Accounting Services	722.50
Employee Expenses	
Payroll Service Fees	225.00
Payroll Taxes	3,315.00
Payroll Wages/Salary	43,333.33
Total Employee Expenses	46,873.33
Total Professional Services	47,595.83
Workers Compensation	274.16
Total Expenses	51,363.15
NET OPERATING INCOME	222,935.79
OTHER INCOME	
Interest Income	770.09
Total Other Income	770.09
OTHER EXPENSES	

	Total
General Meeting - catering	300.00
Membership Dinners - Cost	1,228.29
Roundtable consultant and technical services	131,624.86
Total Other Expenses	133,153.15
NET OTHER INCOME	-132,383.06
NET INCOME	\$90,552.73

Balance Sheet

As of November 30, 2019

	Total
ASSETS	
Current Assets	
Bank Accounts	
Checking - Union Bank	241,202.24
Total Bank Accounts	241,202.24
Other Current Assets	
Accrued Interest	44.60
LAIF Funds	121,282.72
Venue Deposit	1,000.00
Total Other Current Assets	122,327.32
Total Current Assets	363,529.56
Fixed Assets	
Accumulated Depreciation	-1,926.59
Machinery and Equipment	2,203.41
Total Fixed Assets	276.82
TOTAL ASSETS	\$363,806.38
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
First National Bank of Omaha	721.06
Total Credit Cards	721.06
Total Current Liabilities	721.06
Total Liabilities	721.06
Equity	
Opening Bal Equity	-34.00
Reserves	0.00
Reserve for New Equip.	2,329.09
Reserve for Operations	35,000.00
Total Reserves	37,329.09
Unrestricted Fund Balance	235,237.50
Net Income	90,552.73
Total Equity	363,085.32
TOTAL LIABILITIES AND EQUITY	\$363,806.38

Statement of Cash Flows

July - November, 2019

	Total
OPERATING ACTIVITIES	
Net Income	90,552.73
Adjustments to reconcile Net Income to Net Cash provided by operations:	
LAIF Funds	-770.09
First National Bank of Omaha	287.38
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	-482.71
Net cash provided by operating activities	90,070.02
NET CASH INCREASE FOR PERIOD	
Cash at beginning of period	151,132.22
CASH AT END OF PERIOD	\$241,202.24

Monthly Summary Expenses by VENDOR

November 2019

	Total
A Slice Of New York	146.05
Adobe	14.99
AP Intego	49.88
Best Books 4 U	148.75
FedEx Office	78.55
First Place Awards	392.95
Great American Insurance Group	144.33
Gusto	45.00
Intuit	95.00
Microsoft	12.50
QuickBooks Payments	287.38
Union Bank	3.00
USPS	83.00
Zoom.us	14.99
Not Specified	18,917.39
TOTAL	\$20,433.76

Transaction Detail by Account

November 2019

Date	Transaction Type	Num	Adj	Name	Class	Memo/Description	Split	Amount	Balance
Checking - Union Bank									
11/01/2019	Expense		No	Great American Insurance Group			Office:Insurance	-144.33	-144.33
11/04/2019	Payment		No	Dan Rich			Accounts Receivable	11,387.00	11,242.67
11/04/2019	Expense		No	Gusto			Professional Services:Employee Expenses:Payroll Service Fees	-45.00	11,197.67
11/04/2019	Expense		No	Best Books 4 U			Professional Services:Accounting Services	-148.75	11,048.92
11/12/2019	Expense		No	AP Intego			Workers Compensation	-49.88	10,999.04
11/18/2019	Check	2827	No				Roundtable consultant and technical services	-8,413.73	2,585.31
11/19/2019	Check	manny/eshoo awards	No	First Place Awards			Office:Recognition	-392.95	2,192.36
11/20/2019	Expense		No	QuickBooks Payments		System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee. fee-type: Daily.	Other Miscellaneous Service Cost	-287.38	1,904.98
11/20/2019	Deposit		No	City of Palo Alto		System-recorded deposit for QuickBooks Payments	Undeposited Funds	9,901.00	11,805.98
11/22/2019	Transfer		No				First National Bank of Omaha	-808.31	10,997.67
11/25/2019	Journal Entry	Gusto	No				-Split-	-3,570.62	7,427.05
11/25/2019	Transfer		No				First National Bank of Omaha	-446.23	6,980.82
11/25/2019	Journal Entry	Gusto	No				-Split-	-5,848.75	1,132.07
11/29/2019	Expense		No	Union Bank			Office:Miscellaneous:Bank Service Charges	-3.00	1,129.07
Total for Checking - Union Bank								\$1,129.07	
Accounts Receivable									
11/04/2019	Invoice	1076	No	Dan Rich			Roundtable Income	11,387.00	11,387.00
11/04/2019	Payment		No	Dan Rich			Checking - Union Bank	-11,387.00	0.00
11/18/2019	Payment		No	City of Palo Alto			Undeposited Funds	-9,901.00	-9,901.00
Total for Accounts Receivable								\$ -9,901.00	
Undeposited Funds									
11/18/2019	Payment		No	City of Palo Alto			Accounts Receivable	9,901.00	9,901.00
11/20/2019	Deposit		No	City of Palo Alto			Checking - Union Bank	-9,901.00	0.00
Total for Undeposited Funds								\$0.00	
First National Bank of Omaha									
11/12/2019	Expense		No	Zoom.us			Office:Software Licenses	14.99	14.99
11/12/2019	Expense		No	FedEx Office			Office:Printing and Copying	41.01	56.00
11/18/2019	Expense		No	Adobe			Office:Software Licenses	14.99	70.99

Date	Transaction Type	Num	Adj	Name	Class	Memo/Description	Split	Amount	Balance
11/18/2019	Expense		No	Intuit			Office:Software Licenses	70.00	140.99
11/18/2019	Expense		No	Intuit			Office:Software Licenses	25.00	165.99
11/18/2019	Expense		No	FedEx Office			Office:Printing and Copying	37.54	203.53
11/18/2019	Expense		No	A Slice Of New York			Office:Hospitality	146.05	349.58
11/20/2019	Expense		No	Microsoft			Office:Software Licenses	12.50	362.08
11/21/2019	Expense		No			Step and Repeat print cartridges, paper	Cost of Goods Sold	990.25	1,352.33
11/22/2019	Expense		No				Office:General Administrative Expenses	94.04	1,446.37
11/22/2019	Transfer		No				Checking - Union Bank	-808.31	638.06
11/25/2019	Expense		No	USPS		PO Office Box - 6 months	Office:Post Office Box	83.00	721.06
11/25/2019	Transfer		No				Checking - Union Bank	-446.23	274.83
Total for First National Bank of Omaha									\$274.83
Roundtable Income									
11/04/2019	Invoice	1076	No	Dan Rich	Roundtable	SCSC Roundtable DUES - 6 months	Accounts Receivable	11,387.00	11,387.00
Total for Roundtable Income									\$11,387.00
Cost of Goods Sold									
11/21/2019	Expense		No		CASCC	Step and Repeat	First National Bank of Omaha	990.25	990.25
Total for Cost of Goods Sold									\$990.25
Office									
Hospitality									
11/18/2019	Expense		No	A Slice Of New York	CASCC	A SLICE OF NY - SV - SUNNYVALE, CA	First National Bank of Omaha	146.05	146.05
Total for Hospitality									\$146.05
Insurance									
11/01/2019	Expense		No	Great American Insurance Group	CASCC	GreatAmer - Grea VENDOR P GreatAmer - Grea VENDOR PMT PPD *****4091	Checking - Union Bank	144.33	144.33
Total for Insurance									\$144.33
Miscellaneous									
Bank Service Charges									
11/29/2019	Expense		No	Union Bank	CASCC	CHECK IMAGE FEE CHECK IMAGE FEE	Checking - Union Bank	3.00	3.00
Total for Bank Service Charges									\$3.00
Total for Miscellaneous									\$3.00
Post Office Box									
11/25/2019	Expense		No	USPS	CASCC	PO Office Box - 6 months	First National Bank of Omaha	83.00	83.00
Total for Post Office Box									\$83.00

Date	Transaction Type	Num	Adj	Name	Class	Memo/Description	Split	Amount	Balance
Printing and Copying									
11/12/2019	Expense		No	FedEx Office	CASCC	FEDEX OFFICE1400051474 - CUPERTINO, CA	First National Bank of Omaha	41.01	41.01
11/18/2019	Expense		No	FedEx Office	CASCC	FEDEX OFFICE1400051474 - CUPERTINO, CA	First National Bank of Omaha	37.54	78.55
Total for Printing and Copying								\$78.55	
Recognition									
11/19/2019	Check	manny/eshoo awards	No	First Place Awards	CASCC	Manny, Anna eshoo	Checking - Union Bank	392.95	392.95
Total for Recognition								\$392.95	
Software Licenses									
11/12/2019	Expense		No	Zoom.us	CASCC	ZOOM.US - 888799866, CA	First National Bank of Omaha	14.99	14.99
11/18/2019	Expense		No	Intuit	CASCC	Intuit QuickBooks - 800-446-8848, CA	First National Bank of Omaha	70.00	84.99
11/18/2019	Expense		No	Intuit	CASCC	Intuit QuickBooks - 800-446-8848, CA	First National Bank of Omaha	25.00	109.99
11/18/2019	Expense		No	Adobe	CASCC	ADOBE ACROBAT PRO - 8008336687, CA	First National Bank of Omaha	14.99	124.98
11/20/2019	Expense		No	Microsoft	CASCC	MSFT * E01009LB9S - 8006427676, WA	First National Bank of Omaha	12.50	137.48
Total for Software Licenses								\$137.48	
Total for Office									
Office/General Administrative Expenses									
11/22/2019	Expense		No		CASCC	print cartridges, paper	First National Bank of Omaha	94.04	94.04
Total for Office/General Administrative Expenses								\$94.04	
Other Miscellaneous Service Cost									
11/20/2019	Expense		No	QuickBooks Payments		System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	Checking - Union Bank	287.38	287.38
Total for Other Miscellaneous Service Cost								\$287.38	
Professional Services									
Accounting Services									
11/04/2019	Expense		No	Best Books 4 U	CASCC	Monthly account	Checking - Union Bank	148.75	148.75
Total for Accounting Services								\$148.75	
Employee Expenses									
Payroll Service Fees									
11/04/2019	Expense		No	Gusto	CASCC	GUSTO FEE 730737 CCD 6sem GUSTO FEE 730737 CCD 6semj06sfmh	Checking - Union Bank	45.00	45.00
Total for Payroll Service Fees								\$45.00	
Payroll Taxes									

Date	Transaction Type	Num	Adj	Name	Class	Memo/Description	Split	Amount	Balance
11/25/2019	Journal Entry	Gusto	No			Employer Taxes	-Split-	669.37	669.37
Total for Payroll Taxes									\$669.37
Payroll Wages/Salary									
11/25/2019	Journal Entry	Gusto	No			Regular Wages	-Split-	8,750.00	8,750.00
Total for Payroll Wages/Salary									\$8,750.00
Total for Employee Expenses									\$9,464.37
Total for Professional Services									\$9,613.12
Workers Compensation									
11/12/2019	Expense		No	AP Intego	CASCC	APIntego ACHTRANS CCD 509 APIntego ACHTRANS CCD 50927206	Checking - Union Bank	49.88	49.88
Total for Workers Compensation									\$49.88
Roundtable consultant and technical services									
11/18/2019	Check	2827	No		Roundtable	Check #2827 Check #2827	Checking - Union Bank	8,413.73	8,413.73
Total for Roundtable consultant and technical services									\$8,413.73

CITIES ASSOCIATION OF SANTA CLARA COUNTY

BUDGET VS. ACTUALS: FY 2020 CASCC - FY20 P&L CLASSES

July - November, 2019

	CASCC				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income								
Directory Income		208.35	-208.35		\$0.00	\$208.35	\$ -208.35	0.00%
Dues Income	39,138.81	62,482.10	-23,343.29	62.64 %	\$39,138.81	\$62,482.10	\$ -23,343.29	62.64 %
Grant Revenues		208.35	-208.35		\$0.00	\$208.35	\$ -208.35	0.00%
Total Income	\$39,138.81	\$62,898.80	\$ -23,759.99	62.23 %	\$39,138.81	\$62,898.80	\$ -23,759.99	62.23 %
GROSS PROFIT	\$39,138.81	\$62,898.80	\$ -23,759.99	62.23 %	\$39,138.81	\$62,898.80	\$ -23,759.99	62.23 %
Expenses								
Office		4,820.85	-4,820.85		\$0.00	\$4,820.85	\$ -4,820.85	0.00%
Professional Services		1,666.65	-1,666.65		\$0.00	\$1,666.65	\$ -1,666.65	0.00%
Employee Expenses					\$0.00	\$0.00	\$0.00	0.00%
Payroll Service Fees	225.00	250.00	-25.00	90.00 %	\$225.00	\$250.00	\$ -25.00	90.00 %
Payroll Taxes	2,645.63	4,125.00	-1,479.37	64.14 %	\$2,645.63	\$4,125.00	\$ -1,479.37	64.14 %
Payroll Wages/Salary	34,583.33	43,750.00	-9,166.67	79.05 %	\$34,583.33	\$43,750.00	\$ -9,166.67	79.05 %
Total Employee Expenses	37,453.96	48,125.00	-10,671.04	77.83 %	\$37,453.96	\$48,125.00	\$ -10,671.04	77.83 %
Total Professional Services	37,453.96	49,791.65	-12,337.69	75.22 %	\$37,453.96	\$49,791.65	\$ -12,337.69	75.22 %
Programs and Initiatives		2,083.35	-2,083.35		\$0.00	\$2,083.35	\$ -2,083.35	0.00%
Total Expenses	\$37,453.96	\$56,695.85	\$ -19,241.89	66.06 %	\$37,453.96	\$56,695.85	\$ -19,241.89	66.06 %
NET OPERATING INCOME	\$1,684.85	\$6,202.95	\$ -4,518.10	27.16 %	\$1,684.85	\$6,202.95	\$ -4,518.10	27.16 %
Other Income								
General Membership Meeting		2,166.65	-2,166.65		\$0.00	\$2,166.65	\$ -2,166.65	0.00%
Membership Dinners - Proceeds		2,166.65	-2,166.65		\$0.00	\$2,166.65	\$ -2,166.65	0.00%
Total Other Income	\$0.00	\$4,333.30	\$ -4,333.30	0.00%	\$0.00	\$4,333.30	\$ -4,333.30	0.00%
Other Expenses								
General Meeting - catering	300.00	4,166.65	-3,866.65	7.20 %	\$300.00	\$4,166.65	\$ -3,866.65	7.20 %
General meeting - office supplies/signage	990.25	416.65	573.60	237.67 %	\$990.25	\$416.65	\$573.60	237.67 %
Membership Dinners - Cost	1,621.24	5,833.35	-4,212.11	27.79 %	\$1,621.24	\$5,833.35	\$ -4,212.11	27.79 %
Total Other Expenses	\$2,911.49	\$10,416.65	\$ -7,505.16	27.95 %	\$2,911.49	\$10,416.65	\$ -7,505.16	27.95 %
NET OTHER INCOME	\$ -2,911.49	\$ -6,083.35	\$3,171.86	47.86 %	\$ -2,911.49	\$ -6,083.35	\$3,171.86	47.86 %
NET INCOME	\$ -1,226.64	\$119.60	\$ -1,346.24	-1,025.62 %	\$ -1,226.64	\$119.60	\$ -1,346.24	-1,025.62 %