

REPORT TO SHASTA COUNTY RTPA

SUBJECT	MEETING DATE	ITEM NUMBER
Miscellaneous Administrative Expenditures	04/22/08	4-5

RECOMMENDATION

It is recommended that the Board:

1. Approve \$99.95 for renewal of the RTPA website domain name for a five-year period; and
2. Approve costs of \$151.20 incurred by staff members at a July 2007 Federal Highway Administration (FHWA) course; and
3. Authorize the Executive Director to submit claims for payment to the Auditor/Controller.

SUMMARY

The County Auditor/Controller requires a resolution of the governing body in order to pay claims that do not comply with County policy.

DISCUSSION

The RTPA website's domain name requires renewal on a yearly basis. The RTPA will realize a total cost savings of \$75.00 if renewed for a five-year period, at a cost of \$99.95. The County Auditor/Controller requires an authorizing resolution for multiple year renewals.

In July 2007, RTPA staff members Sue Crowe and Dan Wayne attended a FHWA Highway Finance Course. Course fees were assigned to the staff members rather than the RTPA, but no invoice was received by staff nor was staff contacted. Both staff members were turned over for collection by the FHWA. The Auditor/Controller has now paid the course registration fee of \$270.00. Staff has personally paid \$75.60 each for collection fees. An authorizing resolution is required to reimburse staff.

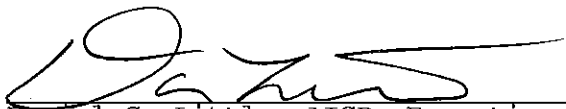
Staff recommends that the Board approve the above expenses, and authorize the Executive Director to submit claims to the Auditor/Controller for payment.

OTHER AGENCY INVOLVEMENT

The Auditor/Controller's office has reviewed the staff report and concurs with the staff recommendation. This item was discussed at the April 8, 2008, Technical Advisory Committee (TAC) meeting, and the TAC recommends approval.

FINANCING

Adequate resources are available in the RTPA's Overall Work Program (OWP).



Daniel S. Little, AICP, Executive Director

DSL/SLC/jac

Attachments: Resolution 08-03
 Collection Supporting Documents
 Domain Renewal Notice

RESOLUTION NO. 08-03

CLAIMS PAYMENT APPROVAL

WHEREAS, the Shasta County Auditor/Controller's Office is responsible for the payment of claims for the Shasta County Regional Transportation Planning Agency; and

WHEREAS, the Shasta County Auditor/Controller requires the approval of the governing body to pay certain claims that do not comply with County policies; and

WHEREAS, the Executive Director has the authority to submit claims to the County Auditor/Controller for claims that comply with County policies.

NOW, THEREFORE, BE IT RESOLVED that the Shasta County Regional Transportation Planning Agency authorizes the Executive Director to:

- 1) Approve claims to staff members Sue Crowe and Dan Wayne in the amount of \$75.60 each related to a July 2007 Federal Highway Administration course; and
- 2) Approve a claim in the amount of \$99.95 to renew the RTPA website domain name for five years.

PASSED AND ADOPTED this 22nd day of April, 2008, by the Shasta County Regional Transportation Planning Agency.

Norma Connick, Chair
Shasta County Regional
Transportation Planning Agency



The CBE Group Inc.

Hours of Operation: 9:00 a.m. - 5:00 p.m. CT Monday-Friday

CALL: (866)895-4766

ORIGINAL CREDITOR: Department of Transportation

Debt Identification Number:	2007338601
Principal Balance:	\$270.00
Interest:	\$0.00
Penalty:	\$0.00
Fees:	\$75.60
Current Debt Balance:	\$345.60

Dear SUE CROWE:

01/07/08

This letter is regarding your account with the above-referenced original creditor, which was referred to The CBE Group, Inc. by the U.S. Department of Treasury to collect the balance due in full.

Please pay the total amount due of \$345.60. To pay your account and ensure proper credit, please note your debt identification number, name and address on your check and mail it with the bottom portion of this letter in the enclosed envelope.

As of the date of this letter, you owe \$345.60. Because of interest, late charges and other charges assessed by your creditor that may vary from day to day, the amount due on the day you pay may be greater. Thus, if you pay the total amount due shown above, an adjustment may be necessary after the U.S. Department of the Treasury receives your check, in which event we will inform you.

If you can't pay this account in full contact our office at the number listed below to discuss payment options. If you have any questions, please call our office at (866)895-4766. Para información en español por favor llame al número (866)895-4766.

Unless you notify this office within thirty (30) days after receiving this notice that you dispute the validity of this debt or any portion thereof, this office will assume this debt is valid. If you notify this office in writing within thirty (30) days from receiving this notice, that you dispute the validity of this debt or any portion thereof, this office will: obtain verification of the debt or obtain a copy of a judgment and mail you a copy of such judgment or verification. If you request this office in writing within thirty (30) days after receiving this notice, this office will provide you with the name and address of the original creditor if different from the current creditor. This is an attempt to collect a debt; any information obtained will be used for that purpose. This communication is from a debt collector.

Please call our office with any change in your name, address or phone number.

(QESP)35:7028-00(109:001:1000:

W 1030644

PLEASE DETACH AND RETURN WITH ENCLOSED ENVELOPE

CBEG0703

000037333-01-000001
131 TOWER PARK DR SUITE 100
P.O. BOX 2040
WATERLOO, IA 50704-2040
CHANGE SERVICE REQUESTED

#BWNHTGJ
#10 0000373330#

CROWE, SUE
1855 PLACER ST
REDDING CA 96001-1759



IF PAYING BY CREDIT CARD, FILL OUT BELOW.

CARD NUMBER	EXP. DATE	CHECK CARD USING FOR PAYMENT
SIGNATURE		☐ VISA ☐ MASTERCARD ☐ AMERICAN EXPRESS
ACCOUNT #:	DATE:	☐ DISCOVER ☐ Diners Club International
2007338601	01/07/08	
PLEASE PAY THIS AMOUNT:	AMOUNT ENCLOSED:	
\$345.60		

Do not send cash
Note your debt identification number on your check
Make checks payable to US Department of the Treasury
Return this portion with your payment

01/07/08
0703
CS Number: 10-000037333

US DEPT. OF THE TREASURY - FMS
THE CBE GROUP
PO BOX 70958
CHARLOTTE, NC 28272-0958



070958 2007338601A 0000034560 6

LINEBARGER GOGGAN BLAIR & SAMPSON, LLP

ATTORNEYS AT LAW
1301 Travis St., Suite 210 * Houston, Texas 77002
P.O. Box 3585 * Houston, Texas 77253-3585
(713) 422-7111
(877) 815-8501 Toll Free
FAX (713) 422-7112

Email: lgbs.department@publicans.com

February 07, 2008

DANIEL WAYNE
1855 PLACER ST
REDDING CA 96001-1759

FEDERAL AGENCY : FED. HWY ADMIN. - TRANS.
ACCOUNT : 2007336603A
BALANCE : \$345.60

Dear DANIEL WAYNE:

You have failed to respond to our correspondence regarding the debt owed to the United States Government Agency listed above.

Your failure to respond to our correspondence is of great concern. The Debt Collection Improvement Act (DCIA) and other Federal laws provide the U.S. Department of Treasury, on behalf of the Federal Agency listed above, with several means to resolve this issue. In the event you fail to make full payment and/or you fail to contact this office to make acceptable payment arrangement, further action may be taken against you. Possible remedies include, but may not be limited to:

1. Administrative Wage Garnishment
2. Referral to the Department of Justice for legal action

Please forward full payment or contact our office today, toll free at 1-877-815-8501.

This communication from a debt collector is an attempt to collect a debt and any information obtained will be used for that purpose.

Linebarger Goggan Blair & Sampson, LLP



Susan Cummings
Attorney At Law

LGBS-3

*NOTICE: SEE REVERSE SIDE FOR ADDITIONAL INFORMATION

LINEBARGER GOGGAN BLAIR & SAMPSON, LLP

Office Hours: 8:00 AM to 9:00 PM Mon - Thur (CST); 8:00 AM to 5:00 PM Fri (CST)

PLEASE DETACH THIS STUB AND RETURN WITH PAYMENT

☐ Check here for change of address and complete the reverse side.

U.S. Department of the Treasury - FMS

Debtor Identification Number: 2007336603A

AMOUNT DUE: \$345.60

AMOUNT ENCLOSED: \$

Please Check Payment Type:

Make check payable to: U.S. Department of the Treasury - FMS

Check/Money Order ☐ Mastercard ☐ VISA ☐ Discover ☐ American Express ☐ Diner's Club ☐

Credit Card Number: _____

Expiration Date: ____ / ____

Signature: _____

REMIT TO:

U.S. Department of the Treasury - FMS
Linebarger, Goggan, Blair & Sampson, LLP
P.O. Box 70955
Charlotte, NC 28272-0955

DANIEL WAYNE
1855 PLACER ST
REDDING CA 96001-1759

70955 2007336603A 0000034560 0

Sue Crowe

From: Network Solutions [NetworkSolutionsRenewals@info1.networksolutions.com]

Sent: Wednesday, February 20, 2008 7:02 AM

To: shasroad@snowcrest.net

Subject: Final Renewal Notice

If you are having trouble viewing this email please [click here](#).

NetworkSolutions®

FINAL RENEWAL NOTICE

This notice has been sent in accordance with our Privacy Policy.

This is your official notification from Network Solutions® that the **service(s) listed below are due to expire soon. Renew today** to take advantage of our best savings and ensure there is no interruption in your service. Failure to renew by the expiration date may result in the deactivation and deletion of your service.

If an alternate Billing Contact has been assigned to this account, both the Billing and Primary Contact have received this notice.

Account: 23699446

SERVICE(S) DUE TO EXPIRE

EXPIRATION

Domain Name Registration
for SCRTPA.ORG

March 08, 2008

RENEW TODAY ➤

or call **1.800.556.6283**

RENEW NOW
to get our best savings ➤

YEAR	COST/YEAR	SAVINGS
100	\$9.99	70%
9	\$14.99	57%
5	\$19.99	42%
3	\$24.99	28%
2	\$29.99	14%
1	\$34.99	--

Earn Miles with Your Domain Name Renewal

Receive 1,000 miles for every qualifying domain name renewal of 5 years or more on American Airlines AAdvantage®, Delta SkyMiles®, Northwest Airlines® WorldPerks®, United® Mileage Plus®, or US Airways® Dividend Miles®. Start earning miles with your domain name renewal. ➤