STAFF REPORT

MEETING DATE:	**February 23, 2016**
SUBJECT:	**Review and Approve Disbursements**
AGENDA ITEM:	**6-3**
STAFF CONTACT:	**Dave Wallace, Chief Fiscal Officer**

STAFF RECOMMENDATION:

It is recommended that the board of directors review and approve disbursements for the period of December 1, 2015, to January 31, 2016.

Daniel S. Little, AICP, Executive Director

Attachments: SRTA Disbursements –December 1, 2015, to January 31, 2016 –Umpqua Bank

Type	Date	Num	Name	Memo	Credit
Bill Pmt -Check	12/02/2015	2114	Apex Technology Management	Monthly Computer	1,606.35
Bill Pmt -Check	12/02/2015	2115	AT Conference	Conference Calls	31.14
Bill Pmt -Check	12/02/2015	2116	CALCOG	Dec 2015 Cal COG Mtg	25.00
Bill Pmt -Check	12/02/2015	2121	Charter Business	Monthly Internet	125.00
Bill Pmt -Check	12/02/2015	2117	East Valley Times	Public Notice	145.00
Bill Pmt -Check	12/02/2015	2118	Kenny, Snowden & Norine	October Legal	61.50
Bill Pmt -Check	12/02/2015	2119	MJM Services	November Janitorial	310.00
Bill Pmt -Check	12/02/2015	2120	Office Depot	Office Supplies	67.59
Bill Pmt -Check	12/02/2015	2122	Utility Telephone	November and December Telephone	650.10
Bill Pmt -Check	12/03/2015	2123	Lori J. Scott Treasurer	Annual Property Taxes	155.82
Bill Pmt -Check	12/03/2015	2124	Mountain Echo	Public Notice	61.00
Bill Pmt -Check	12/03/2015	2125	North State Security	November Security	211.00
Bill Pmt -Check	12/04/2015	Payroll	Dan Little	Travel to Dec CalCOG Mtg	170.60
Bill Pmt -Check	12/07/2015	2126	AT&T Elevator	Elevator Telephone 11/20 to 12/19/15	50.94
Bill Pmt -Check	12/07/2015	2129	Office Depot	Office Supplies	140.55
Bill Pmt -Check	12/07/2015	2127	PG&E	November Natural Gas	57.05
Bill Pmt -Check	12/07/2015	2128	PG&E	November Natural Gas	95.23
Bill Pmt -Check	12/08/2015	Payroll	Dan Wayne	Travel to Assessment of Barriers Conference	218.10
Bill Pmt -Check	12/08/2015	Payroll	Jennifer Pollom	Travel to CA Trans Planning Conf	540.03
Bill Pmt -Check	12/08/2015	Payroll	Keith Williams	Travel to Bike Advisory Meeting	211.75
Bill Pmt -Check	12/10/2015	Payroll	Geek Squad	Apple IPad	708.18
Bill Pmt -Check	12/11/2015	2130	City of Redding Utilities	Utilties	279.99
Bill Pmt -Check	12/11/2015	2135	Pacific Benefit Consultants Inc	FSA Monthly Fee	75.00
Bill Pmt -Check	12/11/2015	2136	PMC	RABA Triennial Audit Progress payment	2,260.00
Bill Pmt -Check	12/11/2015	2134	Record Searchlight	Public Notices	398.32
Bill Pmt -Check	12/11/2015	2131	City of Redding Utilities	Utilties	29.06
Bill Pmt -Check	12/11/2015	2133	Miyamoto International	K-2 Project Consultant	14,440.00
Bill Pmt -Check	12/11/2015	2132	City of Redding Utilities	Utilties	358.44
General Journal	12/11/2015	693	Teamwork HR	Payroll Ending December 11, 2015	30,070.16
Bill Pmt -Check	12/17/2015	2137	CAL ACT	Dues for 2016	510.00
Bill Pmt -Check	12/17/2015	2138	Green Dot	RTP Consultant	8,340.00
Bill Pmt -Check	12/17/2015	2139	Siskiyou Elevator	Quarterly Elevator Inspection	250.00
Bill Pmt -Check	12/17/2015	Payroll	Dan Little	Travel to Active Transportation meeting	160.90
Bill Pmt -Check	12/22/2015	2140	Bay Alarm	Security Alarm	121.56
Bill Pmt -Check	12/22/2015	2141	Forest Design	December Landscaping	235.00
Bill Pmt -Check	12/22/2015	2142	Interwest Consulting Group	On Call Gis Services Nov 2015	190.00
Bill Pmt -Check	12/22/2015	2143	Kenny, Snowden & Norine	November Legal Fees	270.00
Bill Pmt -Check	12/22/2015	2144	Sharrah Dunlap	K-2 Project Consulting	20,800.00
Bill Pmt -Check	12/22/2015	2146	Western Business Products	January Copier Maintenance	283.18
Bill Pmt -Check	12/22/2015	2145	Sharrah Dunlap	K-2 Project Consulting-Traffic Nov 2015	21,620.00
Bill Pmt -Check	12/22/2015	Payroll	Dan Little	Six Month Local Mileage	69.00
General Journal	12/25/2015	695	Teamwork HR	Payroll Ending December 25, 2016	35,328.24
Bill Pmt -Check	12/30/2015	2147	AT&T Mobility	November Cell Phone	137.05
Bill Pmt -Check	12/30/2015	2152	Charter Business	Monthly Internet	125.00
Bill Pmt -Check	12/30/2015	2148	EAP Inc	December 2015 EAP	75.00
Bill Pmt -Check	12/30/2015	2149	FP Mailing Solutions	Postage Machine Rental	96.59

Bill Pmt -Check	12/30/2015	2150	Miyamoto International	K-2 Project Consulting in December	5,560.00
Bill Pmt -Check	12/30/2015	2151	MJM Services	December Janitorial	289.00
Bill Pmt -Check	12/31/2015	Debit Card	Center for Economic Development	Economic Forecast Conference	85.00
General Journal	12/31/2015	700	Umpqua Bank	ACH Fee	2.00
Bill Pmt -Check	01/04/2016	Debit Card	APBP	Annual Webinar Fee	500.00
Bill Pmt -Check	01/05/2016	Payroll	Janie Coffman	Local Milage	32.20
Bill Pmt -Check	01/05/2016	Payroll	Jennifer Pollom	Local Mileage	91.83
Bill Pmt -Check	01/05/2016	Payroll	Keith Williams	Local Mileage	82.23
Bill Pmt -Check	01/08/2016	2153	AT Conference	December Conference Calls	16.48
Bill Pmt -Check	01/08/2016	2154	AT&T Elevator	Elevator Telephone	50.94
Bill Pmt -Check	01/08/2016	2156	PG&E	December Natural Gas	130.02
Bill Pmt -Check	01/08/2016	2157	PMC	December Triennial Audit Fees	5,952.44
Bill Pmt -Check	01/08/2016	2158	Redding Printing Co	Ride Brochures	2,279.00
Bill Pmt -Check	01/08/2016	2159	Western Business Products	Copier maintenance	12.12
Bill Pmt -Check	01/08/2016	2155	PG&E	December Natural Gas	90.20
Bill Pmt -Check	01/11/2016	2160	Shasta County Clerk	NOE Exemption	50.00
General Journal	12/11/2015	693	Teamwork HR	Payroll	36,762.40
Bill Pmt -Check	01/22/2016	2161	Apex Technology Management	Monthly Computer	1,606.35
Bill Pmt -Check	01/22/2016	2162	AT&T Mobility	Cell Phone 12/9 to 1/8/16	137.26
Bill Pmt -Check	01/22/2016	2163	CALCOG	FY 2015-16 Dues	4,350.00
Bill Pmt -Check	01/22/2016	2164	City of Redding Utilities	Utilties	30.45
Bill Pmt -Check	01/22/2016	2167	Clarke Pest Control	Oct-Dec Pest Control	105.00
Bill Pmt -Check	01/22/2016	2168	Divine Handyman	December 2015 Repairs	103.42
Bill Pmt -Check	01/22/2016	2169	EAP Inc	January 2016 EAP	75.00
Bill Pmt -Check	01/22/2016	2170	North State Security	December 2015 Security	211.00
Bill Pmt -Check	01/22/2016	2172	Office Depot	Office Supplies	214.35
Bill Pmt -Check	01/22/2016	2171	Pacific Benefit Consultants Inc	December 2015 EAP	75.00
Bill Pmt -Check	01/22/2016	2173	Record Searchlight	Public Notices	152.25
Bill Pmt -Check	01/22/2016	2174	Utility Telephone	January 2016 Telephone	328.51
Bill Pmt -Check	01/22/2016	2175	Western Business Products	February 2016 Copier Maintenance	283.18
Bill Pmt -Check	01/22/2016	2165	City of Redding Utilities	Utilties	290.26
Bill Pmt -Check	01/22/2016	2166	City of Redding Utilities	Utilties	366.74
Transfer	01/22/2016		SRTA	Funds Transfer of Quarterly Payment	37,099.00
Transfer	01/22/2016		SRTA	Funds Transfer of Quarterly Payment	100,000.00
Bill Pmt -Check	01/27/2016	Debit Card	Enterprise	Rental car for CSTDM Cloud Training	77.51
Bill Pmt -Check	01/28/2016	Payroll	Dan Wayne	Economic Conf Travel	108.00
Bill Pmt -Check	01/28/2016	Payroll	Dave Wallace	TDA Working Group Travel	198.49
Bill Pmt -Check	01/28/2016	ACH	City of Shasta Lake	SLC OWP 2014-15	57,122.00
Bill Pmt -Check	01/29/2016	Payroll	Dan Little	Travel to January CalCOG Meeting	153.92
Bill Pmt -Check	01/29/2016	2183	Charter Business	Monthly Internet	125.00
Bill Pmt -Check	01/29/2016	2176	Forest Design	January Landscaping	235.00
Bill Pmt -Check	01/29/2016	2177	Green Dot	RTP Project Consultant	7,516.50
Bill Pmt -Check	01/29/2016	2178	Kenny, Snowden & Norine	December 2015 Legal	586.69
Bill Pmt -Check	01/29/2016	2179	Mogavero Architects	K-2 Project Consultant	8,643.00
Bill Pmt -Check	01/29/2016	2180	Nichols, Melberg	Building Remodel Architect	2,878.75
Bill Pmt -Check	01/29/2016	2181	Office Depot	Office Supplies	167.20
General Journal	01/29/2016	693	Teamwork HR	Payroll	26,374.13
Bill Pmt -Check	01/29/2016	2182	Redding Printing Co	Shasta Brainstorm Brochures	873.98
				Total	444,638.22