STAFF REPORT

MEETING DATE:	**October 13, 2015**
SUBJECT:	**Review and Approve Disbursements**
AGENDA ITEM:	**5-3**
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 June 1, 2015, to September 30, 2015.

Daniel S. Little, AICP, Executive Director

Attachments:

SRTA Disbursements –June 1, 2015, to September 30, 2015 –North Valley Bank

SRTA Disbursements –June 1, 2015, to September 30, 2015 –Umpqua Bank

Shasta Regional Transportation Agency
Transactions by Account
June 1 to September 30, 2015
North Valley Bank

1:47 PM
10/01/2015
Accrual Basis

Type	Date	Num	Name	Memo	Credit
Bill Pmt -Check	06/03/2015	Debit Card	Shasta County Assessor-Recorder	Recorder Fee	60.00
Bill Pmt -Check	06/03/2015	1945	AT&T Elevator	Elevator Phone	48.97
Bill Pmt -Check	06/03/2015	1946	Lassen Electric Services	Electric Repair on A/C Units	443.99
Bill Pmt -Check	06/03/2015	1947	Ridge Rider News	Public Notice	67.50
Bill Pmt -Check	06/03/2015	4948	Rincon Consultants Inc	RTP Consultant	543.34
General Journal	06/03/2015	645	North Valley bank	June 2015 Bank Charge	5.95
Bill Pmt -Check	06/04/2015	Payroll	Teamwork HR	Worker's Comp Renewal	351.00
Bill Pmt -Check	06/09/2015	1949	Apex Technology Management	Shasta County RTPA	1,507.70
Bill Pmt -Check	06/09/2015	1950	City of Redding Utilities	Utilities	319.15
Bill Pmt -Check	06/09/2015	1953	EAP Inc	Monthy EAP	75.00
Bill Pmt -Check	06/09/2015	1954	Mike's Heating	A/C Repair	231.75
Bill Pmt -Check	06/09/2015	1955	Office Depot	Office Supplies	116.65
Bill Pmt -Check	06/09/2015	1956	PG&E	Common Gas for May	8.65
Bill Pmt -Check	06/09/2015	1958	Siskiyou Elevator	Elevator Inspection	250.00
Bill Pmt -Check	06/09/2015	1959	Utility Telephone	Monthly Telephone	316.42
Bill Pmt -Check	06/09/2015	1951	City of Redding Utilities	Utilities	25.57
Bill Pmt -Check	06/09/2015	1957	PG&E	May Gas	17.30
Bill Pmt -Check	06/09/2015	1952	City of Redding Utilities	Utilities	499.06
General Journal	06/14/2015	644	Teamwork HR	Payroll Ending June 14, 2015	28,503.23
Bill Pmt -Check	06/15/2015	1960	Apex Technology Management	Shasta County RTPA	99.00
Bill Pmt -Check	06/15/2015	1961	Citilabs	2015-16 Cube License	6,000.00
Bill Pmt -Check	06/15/2015	1962	Clarke Pest Control	Bi-Monthly Pest Control	150.00
Bill Pmt -Check	06/15/2015	1963	Record Searchlight	Public Notice	151.23
Bill Pmt -Check	06/18/2015	Payroll	Dave Wallace	Travel to TDA Meeting	212.80
Bill Pmt -Check	06/19/2015	1964	Apex Technology Management	Shasta County RTPA	98.89
Bill Pmt -Check	06/19/2015	1965	Intermountain News	Public Notice	100.00
Bill Pmt -Check	06/19/2015	1966	Pacific Benefit Consultants Inc	June 2015 FSA	75.00
Bill Pmt -Check	06/19/2015	1967	Pages	RTP Binding	42.91
Bill Pmt -Check	06/19/2015	1968	Rincon Consultants Inc	May 2015 RTP Consulting	3,671.25
Bill Pmt -Check	06/19/2015	1969	Western Business Products	July 2015 Copier	273.16
Check	06/25/2015	1970	CalPERS-Fiscal Services	OPEB Liability Payment	14,492.00
Bill Pmt -Check	06/25/2015	1971	Apex Technology Management	Shasta County RTPA	202.50
Bill Pmt -Check	06/25/2015	1972	AT&T Mobility	Cell Phone	143.07
Bill Pmt -Check	06/25/2015	1973	Bay Alarm	Security Alarm	121.56
Bill Pmt -Check	06/25/2015	1979	Charter Business	8751 15 001 1557979	125.00
Bill Pmt -Check	06/25/2015	1974	East Valley Times	Public Notice	100.00
Bill Pmt -Check	06/25/2015	1975	Forest Design	June Landscaping	647.00
Bill Pmt -Check	06/25/2015	1976	Kenny, Snowden & Norine	May Legal Fees	225.00
Bill Pmt -Check	06/25/2015	1977	Shasta County Health & Human Services	SRTS 3rd Quarter	23,790.82
Bill Pmt -Check	06/25/2015	1978	Siskiyou Elevator	Elevator Repair	150.00
Bill Pmt -Check	06/26/2015	Debit Card	FP Mailing Solutions	Postage	515.00
General Journal	06/28/2015	594	Teamwork HR	Payroll Ending June 28, 2015	33,823.23
Bill Pmt -Check	06/30/2015	Debit Card	Fed Ex	Shipping	54.74
General Journal	06/30/2015	625	SRTA	Balance Adjustment	0.02
Bill Pmt -Check	07/01/2015	1980	Shasta County Clerk	CEQA Filing	50.00

General Journal	07/02/2015	632	Teamwork HR	June 28, 2015 Payroll Charges	25.67
General Journal	07/03/2015	631	North Valley bank	Bill Pay Fee	5.95
Bill Pmt -Check	07/08/2015	1981	Alliant Insurance Services, Inc	2015-16 Property Insurance	4,578.31
Bill Pmt -Check	07/08/2015	1982	Apex Technology Management	Shasta County RTPA	1,757.60
Bill Pmt -Check	07/08/2015	1983	AT&T Elevator	July Elevator Phone	49.03
Bill Pmt -Check	07/08/2015	1984	City of Anderson	14-15 Exchange Funds	131,523.00
Bill Pmt -Check	07/08/2015	1985	City of Redding	2014-15 RSTP	900,000.00
Bill Pmt -Check	07/08/2015	1986	City of Shasta Lake	14-15 RSTP	128,557.00
Bill Pmt -Check	07/08/2015	1994	County of Shasta-Public Works	14-15 RSTP	190,133.00
Bill Pmt -Check	07/08/2015	1987	Divine Handyman	Clean HVAC Filters	45.00
Bill Pmt -Check	07/08/2015	1988	EAP Inc	July EAP Fee	75.00
Bill Pmt -Check	07/08/2015	1989	FP Mailing Solutions	Postage	96.59
Bill Pmt -Check	07/08/2015	1990	MJM Services	June Cleaning	463.00
Bill Pmt -Check	07/08/2015	1991	Office Depot	Office Supplies	181.43
Bill Pmt -Check	07/08/2015	1992	PG&E	June Gas	7.84
Bill Pmt -Check	07/08/2015	1995	Utility Telephone	Telephone	316.42
Bill Pmt -Check	07/08/2015	1996	City of Redding	2014-15 RSTP	268,008.00
Bill Pmt -Check	07/08/2015	1993	PG&E	June Gas	15.68
Transfer	07/08/2015		SRTA	Funds Transfer for 4th Quarter	100,000.00
Transfer	07/08/2015		SRTA	Funds Transfer for 4th Quarter	33,306.00
Bill Pmt -Check	07/09/2015	Payroll	Dan Little	Travel to CTC Meeting and Local Travel Reimbu	475.75
Bill Pmt -Check	07/09/2015	Payroll	Jennifer Pollom	Local Mileage Reimbursement	130.93
Bill Pmt -Check	07/09/2015	Payroll	Kathy Urlie	Local Mileage Reimbursement	8.05
Bill Pmt -Check	07/09/2015	Payroll	Sean Tiedgen	Local Mileage Reimbursement	40.25
General Journal	07/10/2015	618	Teamwork HR	Payroll Ending July 10, 2015	30,825.76
Bill Pmt -Check	07/13/2015	2001	AICPA	Dues to AICPA	245.00
Bill Pmt -Check	07/13/2015	2002	APA	Pollom Dues	62.50
Bill Pmt -Check	07/13/2015	2003	City of Redding- Public Works	3rd Quarter OWP	697.78
Bill Pmt -Check	07/13/2015	2005	City of Redding Utilities	Utilities	23.49
Bill Pmt -Check	07/13/2015	2007	Dept of Industrial Relations	Elevator Inspection	225.00
Bill Pmt -Check	07/13/2015	2008	Kenny, Snowden & Norine	June 2015 Legal	228.00
Bill Pmt -Check	07/13/2015	2009	Pages	Binding	26.82
Bill Pmt -Check	07/13/2015	2010	Record Searchlight	Public Notice	169.23
Bill Pmt -Check	07/13/2015	2011	Shasta College	15-16 ESRI License	2,000.00
Bill Pmt -Check	07/13/2015	2012	The Pun Group	Audit Fees	8,000.00
Bill Pmt -Check	07/13/2015	2006	City of Redding Utilities	Utilities	908.12
Bill Pmt -Check	07/13/2015	2004	City of Redding Utilities	Utilities	308.72
Bill Pmt -Check	07/14/2015	1997	Umpqua Bank	Transfer Funds to Umpqua	1,389,080.72
Bill Pmt -Check	07/23/2015	Payroll	Dan Wayne	Travel to SGC meeting	227.75
Bill Pmt -Check	07/23/2015	Payroll	Jennifer Pollom	Cube Training	2,099.73
Bill Pmt -Check	07/23/2015	2013	APA	Dan Little Membership Dues	753.00
Bill Pmt -Check	07/23/2015	2014	C & A Rubber Stamps & Signs	New Stamp	20.00
Bill Pmt -Check	07/23/2015	2015	DKS Associates	June 2015 Consulting	7,560.00
Bill Pmt -Check	07/23/2015	2016	Office Depot	Office Supplies	69.82
Bill Pmt -Check	07/23/2015	2017	Rincon Consultants Inc	EIR Consultant	487.05
Bill Pmt -Check	07/23/2015	2018	Western Business Products	Copier maintenance	493.97
Bill Pmt -Check	07/27/2015	2019	AT&T Mobility	June Cell Phone	134.33
Bill Pmt -Check	07/27/2015	2020	Forest Design	July 2015 landscaping	266.00
Bill Pmt -Check	07/27/2015	2021	Pacific Benefit Consultants Inc	July 2015 FSA	75.00
Bill Pmt -Check	07/29/2015	2022	Apex Technology Management	Shasta County RTPA	75.20
Bill Pmt -Check	07/29/2015	2023	CALCOG	July CalCOG	25.00
Bill Pmt -Check	07/29/2015	2026	Charter Business	8751 15 001 1557979 Internet	125.00

Bill Pmt -Check	07/29/2015 2024	MJM Services	July 2015	345.00
Bill Pmt -Check	07/29/2015 2025	Office Depot	Office Supplies	177.19
Bill Pmt -Check	07/30/2015 2027	APBP	Dues for Association of Bicycle & Ped.	110.00
Bill Pmt -Check	07/30/2015 2028	AT&T Elevator	July-Aug Elevator Telephone	49.19
Bill Pmt -Check	07/30/2015 2029	Utility Telephone	August 2015 Telephone	318.89
General Journal	07/31/2015 638	SRTA	Balance Adjustment	0.13
Bill Pmt -Check	08/06/2015 2033	PG&E	July Gas	15.68
Bill Pmt -Check	08/06/2015 2030	Apex Technology Management	Shasta County RTPA	1,700.40
Bill Pmt -Check	08/06/2015 2031	Mountain Echo	Public Notice	101.00
Bill Pmt -Check	08/06/2015 2032	PG&E	July Gas	7.84
Bill Pmt -Check	08/10/2015 2033A	Apex Technology Management	Shasta County RTPA	51.00
Bill Pmt -Check	08/10/2015 2034	City of Redding Utilities	Utilities	322.27
Bill Pmt -Check	08/10/2015 2035	City of Redding Utilities	Utilities	24.18
Bill Pmt -Check	08/10/2015 2036	City of Redding Utilities	Utilities	912.99
Bill Pmt -Check	08/13/2015 2037	Apex Technology Management	Shasta County RTPA	57.50
Bill Pmt -Check	08/13/2015 2038	Nichols, Melberg	Architect Work	16,258.50
Bill Pmt -Check	08/13/2015 2039	Record Searchlight	Public Notice	236.27
General Journal	08/31/2015 653	North Valley Bank	August Service Charge	5.95
				3,344,411.88

Shasta Regional Transportation Agency
Transactions by Account
June 1 to September 30, 2015
Umpqua Bank

2:01 PM
10/01/2015
Accrual Basis

Type	Date	Num	Name	Memo	Credit
Bill Pmt -Check	07/15/2015	Debit Card	CPE Depot	CPE for D. Wallace	49.00
General Journal	07/24/2015	620	Teamwork HR	Payroll Ending July 24, 2015	32,167.06
Bill Pmt -Check	07/27/2015	Debit Card	Apex Technology Management	Shasta County RTPA	713.81
Bill Pmt -Check	07/30/2015	Debit Card	CPE Depot	Continuing Education for D. Wallace	49.00
General Journal	07/31/2015	636	Umpqua Bank	July 2015 Service Charge	15.00
General Journal	07/31/2015	637	SRTA	Balance Adjustment	0.18
Bill Pmt -Check	08/03/2015	Debit Card	GIS Certification Institute	GISCI Certification	250.00
Bill Pmt -Check	08/05/2015	Debit Card	Umpqua Bank	Deposit Slips	54.62
Bill Pmt -Check	08/06/2015	Payroll	Dan Little	July CalCOG Travel	162.60
General Journal	08/07/2015	649	Teamwork HR	Payroll Ending August 7, 2015	36,423.18
Bill Pmt -Check	08/11/2015	2001	City of Redding	Building Permits on Remodel	2,005.00
Bill Pmt -Check	08/11/2015	Debit Card	Adobe Creative Cloud	One year Renewal	599.88
Bill Pmt -Check	08/11/2015	Debit Card	Adobe Creative Cloud	One year Renewal	599.88
Bill Pmt -Check	08/12/2015	Payroll	Dan Little	Travel to meet with state officials	284.25
General Journal	08/12/2015	634	Umpqua Bank	Fund Umpqua Flex Account	3,988.00
Bill Pmt -Check	08/18/2015	ACH	Shasta County Dept of Public Works	4th Quarter Burney Bike Project	38,750.00
Bill Pmt -Check	08/18/2015	2002	Apex Technology Management	Shasta County RTPA	124.20
Bill Pmt -Check	08/18/2015	2003	Kenny, Snowden & Norine	July 2015 Legal	120.00
Bill Pmt -Check	08/18/2015	2004	Pacific Benefit Consultants Inc	August 2015 FSA	75.00
Bill Pmt -Check	08/18/2015	2005	PMC	Triennial Performance Audit	653.75
Bill Pmt -Check	08/18/2015	2006	Ridge Rider News	DBE Public Notice	30.00
Bill Pmt -Check	08/19/2015	Payroll	Dan Little	Advance on August CTC Trip	1,148.60
Bill Pmt -Check	08/21/2015	2007	AT&T Mobility	Cell Phone	135.20
Bill Pmt -Check	08/21/2015	2008	EAP Inc	Monthly EAP	75.00
Bill Pmt -Check	08/21/2015	2009	North State Security	Security for three months	640.64
Bill Pmt -Check	08/21/2015	2010	Western Glass	Glass and Door Repair	707.67
Bill Pmt -Check	08/21/2015	Debit Card	Enterprise	Rental Car fot Travel	34.32
General Journal	08/21/2015	651	Teamwork HR	Payroll Ending August 21, 2015	31,348.99
Bill Pmt -Check	08/27/2015	Debit Card	Adobe Creative Cloud	Creative Cloud Software	599.88
Bill Pmt -Check	08/28/2015	2011	Apex Technology Management	Shasta County RTPA	1,606.35
Bill Pmt -Check	08/28/2015	2012	AT&T Elevator	Elevator Telephone	51.24
Bill Pmt -Check	08/28/2015	2016	Charter Business	Internet Service	125.00
Bill Pmt -Check	08/28/2015	2013	Forest Design	August Landscaping	235.00
Bill Pmt -Check	08/28/2015	2014	MJM Services	Janitorial Services	413.98
Bill Pmt -Check	08/28/2015	2015	Office Depot	Office Supplies	65.56
Bill Pmt -Check	08/31/2015	Debit Card	APA California	Registrations for APA Conference	950.00
Bill Pmt -Check	09/01/2015	2017	AT Conference	Conference Calls	9.29
Bill Pmt -Check	09/01/2015	2018	City of Redding- Public Works	4th Q OWP	1,509.16
Bill Pmt -Check	09/01/2015	2019	Clarke Pest Control	Pest Control	105.00
Bill Pmt -Check	09/01/2015	2020	EAP Inc	EAP Fee	75.00
Bill Pmt -Check	09/01/2015	2021	Nichols, Melberg	Architect on Remodel	11,802.00
Bill Pmt -Check	09/01/2015	2022	Office Depot	Office Supplies	85.00
Bill Pmt -Check	09/02/2015	Payroll	Jennifer Pollom	Travel to LCTOP Mtg	56.40
Bill Pmt -Check	09/02/2015	Payroll	Keith Williams	Travel to Bike Advisory Mtg	211.75
Bill Pmt -Check	09/03/2015	2023	North State Security	Monthly Security	243.50

Bill Pmt -Check	09/03/2015	2024	Utility Telephone	Sept Telephone	318.98
General Journal	09/04/2015	646	Teamwork HR	Payroll Ending September 4, 2015	35,892.34
Bill Pmt -Check	09/09/2015	2025	City of Redding Utilities	Utilities	316.88
Bill Pmt -Check	09/09/2015	2029	PG&E	August 2015	16.22
Bill Pmt -Check	09/09/2015	2026	City of Redding Utilities	Utilities	25.23
Bill Pmt -Check	09/09/2015	2028	PG&E	Utilities	8.11
Bill Pmt -Check	09/09/2015	2027	City of Redding Utilities	Utilities	663.45
Bill Pmt -Check	09/09/2015	2030	Environmental Systems Research Institute	Upgrade ARC GIS License	5,912.50
Bill Pmt -Check	09/09/2015	Debit Card	Caltrans	CA Planning Conference Registration	400.00
Bill Pmt -Check	09/17/2015	2031	Department of Consumer Affairs	License Renewal	50.00
Bill Pmt -Check	09/17/2015	Debit Card	Accuprint	Fingerprinting	64.00
Bill Pmt -Check	09/17/2015	EFT	Intuit Software Sales	Renew Quickbooks License	1,352.69
Bill Pmt -Check	09/17/2015	Payroll	Dan Little	Travel to CTC Meeting	387.46
Bill Pmt -Check	09/17/2015	Payroll	Jennifer Pollom	Calsta Workshop Travel	216.25
Bill Pmt -Check	09/18/2015	2032	Alliant Insurance Services, Inc	Annual Liability Insurance	4,505.00
Bill Pmt -Check	09/18/2015	2033	Siskiyou Elevator	Quarterly Elevator maintenance	250.00
Bill Pmt -Check	09/18/2015	2034	Western Business Products	September 2015 Copier	283.18
Bill Pmt -Check	09/18/2015	Debit Card	Snow's Wedding & Party	Linen for CTC/NSSR Reception in Redding	61.48
General Journal	09/18/2015	656	Teamwork HR	Payroll Ending Sept 18, 2015	30,030.90
Bill Pmt -Check	09/23/2015	2035	Savory Spoon	CTC/NSSR Reception in Redding	566.00
Bill Pmt -Check	09/23/2015	Payroll	Dan Wayne	CTC Meeting Travel	56.88
Bill Pmt -Check	09/23/2015	Debit Card	National Seminars	Writing Seminar Registration	298.50
Bill Pmt -Check	09/24/2015	Payroll	Dan Little	NSSR Lunch	15.00
Bill Pmt -Check	09/24/2015	Payroll	Janie Coffman	May-Oct Local Travel	56.93
Bill Pmt -Check	09/24/2015	Payroll	Jennifer Pollom	NSSR Lunch	15.00
Bill Pmt -Check	09/24/2015	2036	AT&T Mobility	Cell Phone	136.69
Bill Pmt -Check	09/24/2015	2037	Bay Alarm	Alarm Service	121.56
Bill Pmt -Check	09/24/2015	2038	Forest Design	Sept Landscaping	235.00
Bill Pmt -Check	09/24/2015	2039	FP Mailing Solutions	Postage	96.59
Bill Pmt -Check	09/24/2015	2040	Green Dot	Consultant on SGC Grants	1,595.00
Bill Pmt -Check	09/24/2015	2041	Kenny, Snowden & Norine	Monthly Legal	13.50
Bill Pmt -Check	09/24/2015	2042	Pacific Benefit Consultants Inc	Sept FSA	75.00
Bill Pmt -Check	09/24/2015	2043	Sharrah Dunlap	Consultant on K-2 Grant	1,460.00
Bill Pmt -Check	09/24/2015	2045	Turtle Bay Exploration Park	Venue for CTC/NSSR Meetings Redding	500.00
Bill Pmt -Check	09/24/2015	2046	The Pun Group	Progress Payment on Audit	10,000.00
			Total		265,345.26