STAFF REPORT

MEETING DATE:	**April 27, 2023**
SUBJECT:	**Approve Cash Disbursements for February 1, 2023, through March 31, 2023**
AGENDA ITEM:	**5-3**
STAFF CONTACT:	**Jessica Carlson, Chief Fiscal Officer**

STAFF RECOMMENDATION:

It is recommended that the board of directors review and approve disbursements for the period of February 1, 2023, through March 31, 2023.

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Sean Tiedgen, AICP, Executive Director

Attachment: SRTA Disbursements, February 1, 2023, through March 31, 2023.

Shasta Regional Transportation Agency
Cash Disbursements
February 1, 2023, through March 31, 2023

Date	Num	Name	Memo	Amount
02/01/2023	4781	AT&T Mobility	SRTA iPad 2/9//23 - 3/8/23	43.23
02/02/2023	4737	Air-O Service	HVAC System - Winter Full Service Maintenance	1,239.95
02/02/2023	4739	Clark Pest Control of Stockton	Pest Control January 2023	114.00
02/02/2023	4740	Dignity Health (DHCL)	Vehicle Wrap Removal	1,361.00
02/02/2023	4741	Elevator Technology	Quarterly maintenance & Phone Line Service, 3rd Quarter	472.00
02/03/2023	PYRL0203	Kimi Taguchi	CA Hydrogen Business Council and Sunline Transit Hydrogen Fuel Cell Bus Workshop	768.50
02/03/2023	PYRL0203	Mehdi Moeinaddini	Travel Advance VMT Metrics Policy Application & Tech Analysis for SB 743 Compliance	865.39
02/03/2023	PYRL0203	Sean Tiedgen	Final Expenses - CTC meeting Rocklin & Fuel Cell Council and Workshop	2,205.41
02/06/2023	DEBIT	Record Searchlight	Monthly Subscription February	9.99
02/08/2023	ACH	CalPERS-Fiscal Services	Employer Contributions to Health Premiums and Other Post Employment Benefits (OPEB)	18,437.04
02/09/2023	4742	Apex Technology Management	Monthly IT Support	2,572.97
02/09/2023	4743	Benefit Resource	January 2023 & Compliance Annual Fee: Non-discrimination testing & re-enrollment ($375)	475.00
02/09/2023	4744	Carrel's Office Solutions	Copier Usage 1/1/23 to 1/31/23	76.59
02/09/2023	4745	Citiguard	January Security 2023	415.00
02/09/2023	4746	Eide Bailly	Progress billing related to the audit of financial statements for year ended 6/30/22	5,000.00
02/09/2023	4747	Utility Telephone	Telephone for 2/1 -2/28/23	361.25
02/09/2023	4748	Verizon 942500429-00001	Monthly Charge 3 SRTA Staff Phones Monthly 12/18 - 1/17/23	152.88
02/09/2023	ACH	PG&E	Gas Utilities	281.26
02/09/2023	DEBIT	Amazon.com	Office Supplies	133.48
02/16/2023	4749	Apex Technology Management	Monthly IT Support, hardware purchases, software, and related support	5,567.75
02/16/2023	4750	Bay Alarm	Access Control System Install	5,189.84
02/16/2023	4751	ECORP	Environmental support services, November and December 2022	4,216.50
02/16/2023	4752	Kenny & Norine	January 2023 Legal	939.99
02/16/2023	4753	MJM Services	January Janitorial	600.00
02/16/2023	4754	Spectrum Business	Internet March	134.98
02/17/2023	PYRL0217	Mehdi Moeinaddini	Final Expenses VMT Metrics Policy App. & Tech Analysis for SB 743 Compliance	153.93
02/17/2023	PYRL0217	Sean Tiedgen	Travel Advance for CALCOG Leadership Forum (Airfare only for 3)	1,073.91
02/17/2023	DEBIT	Zoom	Audio Conferencing and Webinar 500 2/17 - 3/16/23	140.00
02/17/2023	DEBIT	CALCOG	CALCOG 2023 Leadership Forum for Tenessa Audette	450.00
02/22/2023	DEBIT	Safeway	Birthday Cake and Cards for Staff	20.18
02/22/2023	ACH	CalPERS-Fiscal Services	Employer Contributions to Health Premiums and Other Post Employment Benefits (OPEB)	6,380.11
02/22/2023	ACH	Umpqua Bank	Bank Fees Feb	30.00
02/23/2023	4755	Apex Technology Management	IT On-Call Support	495.00
02/23/2023	4756	Giles Lock	SRTA Access Control Hardware	11,770.13
02/23/2023	4757	Record Searchlight	Public Notice - Unmet Transit Needs	31.20
02/23/2023	ACH	City of Redding Utilities	Utilities January	933.67
02/23/2023	DEBIT	APA	APA Transportation Planning Position Advertisement June 2023	395.00
02/23/2023	DEBIT	APA California	Transportation Planning Job Advertisement 2023	240.00
02/23/2023	DEBIT	Bright's Redding Trophy	Name Plates for New Board Members and SRTA Staff	240.24
02/23/2023	DEBIT	Jobs Available Inc	Advertising 2023 Planner (Assistant, Associate, or Senior) Position	440.00
02/23/2023	DEBIT	Mailchimp	Online Survey Host Subscription January/February	32.50
02/23/2023	DEBIT	Planetizen Orders	Job Listing for Planner Position 2023	149.95
02/27/2023	DEBIT	Survey Monkey	Standard Annual Plan 2/26/23 - 2/25/24	372.00
02/28/2023	DEBIT	Anewscafe	Anewscafe February 28 - March 31, 2023 Online Subscription	1.35
03/02/2023	ACH	CalPERS-Fiscal Services	Employer Contributions to Health Premiums and Other Post Employment Benefits (OPEB)	18,437.05
03/03/2023	PYRL0303	Jessica Carlson	Final Expenses CARL San Francisco & Travel Advance for CALCOG Leadership Forum	1,763.71
03/03/2023	PYRL0303	Mehdi Moeinaddini	Travel Advance FHWA Training on Advancing Transportation Performance Measures	1,492.70
03/03/2023	4758	AT&T Mobility	SRTA iPad 12/9/22 - 1/8/23	43.23
03/03/2023	4759	Bay Alarm	Access Control System March - June 2023	540.00
03/03/2023	4760	Eide Bailly	Progress billing related to the audit of financial statements for year ended 6/30/22	7,500.00
03/03/2023	4761	Forest Design	January Landscape Maintenance	287.01
03/03/2023	4762	Office Depot	Office Supplies	289.20
03/03/2023	4763	Verizon 942500429-00001	Monthly Charge 3 SRTA Staff Phones Monthly 01/18/23 - 2/17/23	152.88
03/06/2023	DEBIT	Record Searchlight	Monthly Subscription March	9.99
03/09/2023	4764	Apex Technology Management	Monthly IT Support, SonicWall subscription and new laptop support	3,084.61
03/09/2023	4765	Benefit Resource	FSA/HRA Administration February 2023	100.00
03/09/2023	4766	Citiguard	February Security 2023	415.00
03/09/2023	4767	DKS Associates	General On-call Travel Model Support Services per NTP	420.00
03/09/2023	4768	LyRo Printing	Business Cards	52.55
03/09/2023	4769	Utility Telephone	Telephone for 3/1 - 3/31/23	361.25
03/09/2023	DEBIT	Zoom	Audio Conferencing and Webinar 3/17 - 4/16/23	140.00
03/10/2023	DEBIT	Mailchimp	Online Survey Host Subscription March/April	32.50
03/16/2023	4770	Carrel's Office Solutions	Copier usage period 2/1/2023 to 2/28/2023	300.00
03/16/2023	4771	Forest Design	February Landscape Maintenance	287.01
03/16/2023	4772	Intermountain News	Legal Public Notice Unmet Transit Needs	320.00
03/16/2023	4773	MJM Services	February Janitorial	746.00
03/16/2023	ACH	PG&E	Gas Utilities	376.70

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Cash Disbursements
February 1, 2023, through March 31, 2023

Date	Num	Name	Memo	Amount
03/17/2023	PYRL0317	Sean Tiedgen	Final Expenses for Sean Tiedgen 2023 CalCOG Leadership Forum	765.50
03/17/2023	ACH	Love to Ride	Website for data collection	9,301.00
03/21/2023	ACH	CalPERS-Fiscal Services	Employer Contributions to Health Premiums and Other Post Employment Benefits (OPEB)	6,380.10
03/21/2023	ACH	Umpqua Bank	Bank Fees March	30.00
03/23/2023	4464	Netsound	Deposit for Audio & Visual services for the NSSR CTC Town Hall	691.00
03/23/2023	4774	Kenny & Norine	February 2023 Legal	367.71
03/23/2023	4775	Record Searchlight	Public Notice - February BOD Meeting	349.80
03/23/2023	4776	Spectrum Business	Internet April	134.98
03/23/2023	ACH	City of Redding Utilities	Utilities February	912.97
03/23/2023	DEBIT	Dell Technologies	Dell 34 Monitor for Administrative Associate	380.36
03/23/2023	DEBIT	Safeway	Snacks for SSTAC Meeting	18.08
03/30/2023	4777	Apex Technology Management	IT On-Call Support	371.25
03/30/2023	4778	AT&T Mobility	SRTA iPad 1/9/23 - 2/8//23	43.23
03/30/2023	4779	Bay Alarm	Monitoring Service and Camera System April - July 2023	577.86
03/30/2023	4780	Forest Design	March Landscape Maintenance	287.01
03/30/2023	DEBIT	California State University, Sacramento	Labor Compliance for Local Public Agencies - Online Training May 16-18th	50.00
03/30/2023	DEBIT	Anewscafe	Anewscafe March 30 to April 30, 2023 Online Subscription	1.35
03/31/2023	PYRL0331	Jessica Carlson	Final Expenses CARL Riverside & Toll charge reimbursement	115.81
03/31/2023	PYRL0331	Mehdi Moeinaddini	Final Expenses FHWA Training on Advancing Transportation Performance Measures	319.06
03/31/2023	PYRL0331	Teamwork HR	HR Handbook & CSS Revisions	800.00
				134,031.63