STAFF REPORT

MEETING DATE:	**October 20, 2020**
SUBJECT:	**Approve Cash Disbursements for June 2020 through August 2020**
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 June 01, 2020, through August 31, 2020.

Dan Little

Daniel S. Little, AICP, Executive Director

Attachment: SRTA Disbursements, June 01, 2020, through August 31, 2020.

Shasta Regional Transportation Agency
Cash Disbursements
June 1, 2020 - August 31, 2020

Type	Date	Num	Name	Memo	Amount
Bill Pmt -Check	06/02/2020	DEBIT	Sacramento Business Journal	Sacramento Business Journal Subscription	$ 115.00
Bill Pmt -Check	06/04/2020	4040	Advisor Services	Clean up SRTA Building Dumpster Area Haul Broken Gate Fix Fence	$ 129.50
Bill Pmt -Check	06/04/2020	4037	Apex Technology Management	Shasta County RTPA	$ 2,268.53
Bill Pmt -Check	06/04/2020	4036	AT&T Elevator	Elevator May	$ 73.77
Bill Pmt -Check	06/04/2020	4038	Benefit Resource	May 2020	$ 100.00
Bill Pmt -Check	06/04/2020	4034	Hylton Security, Inc	Courtesy Patrol May	$ 200.00
Bill Pmt -Check	06/04/2020	4035	North State Security	Security Special Response	$ 35.00
Bill Pmt -Check	06/04/2020	4039	Utility Telephone	Telephone for June	$ 334.89
General Journal	06/05/2020	1848	Teamwork HR	Payroll 06/05/2020	$ 51,031.40
General Journal	06/05/2020	1850	Teamwork HR	Payroll 06/05/2020 - Corrections	$ 945.39
Bill Pmt -Check	06/09/2020	EFT	CalPERS-Fiscal Services	CalPERS Contributions - Health and Retirement	$ 30,548.12
Bill Pmt -Check	06/10/2020	Debit	Mailchimp	Mailchimp Subscription Charged on June 10	$ 19.97
Bill Pmt -Check	06/10/2020	EFT	CalPERS-Fiscal Services	CalPERS - 457 Plan Contributions	$ 1,951.90
Bill Pmt -Check	06/11/2020	Payrol 6/5	Amy Lindsey	Covid -19 Cleaning Supplies	$ 78.59
Bill Pmt -Check	06/17/2020	Debit	Adobe Creative Cloud	Adobe stock image small June	$ 29.99
Bill Pmt -Check	06/17/2020	Debit	City of Redding Utilities	Utilities June	$ 340.39
Bill Pmt -Check	06/17/2020	Debit	PG&E	Gas June	$ 60.09
Bill Pmt -Check	06/17/2020	Debit	Record Searchlight	Public Notice	$ 0.99
Bill Pmt -Check	06/17/2020	Debit	Zoom	Monthly audio conf/webinar 6/17-7/16/20	$ 140.00
Bill Pmt -Check	06/18/2020	4049	Alta Planning & Design	Contract - Sustainable Shasta February and March	$ 90,977.89
Bill Pmt -Check	06/18/2020	4046	Apex Technology Management	Contract - Shasta County RTPA	$ 484.00
Bill Pmt -Check	06/18/2020	4045	Carrel's Office Solutions	Contract - Usage charge for May	$ 33.09
Bill Pmt -Check	06/18/2020	4047	Civic Plus	SRTA Website Annual Renewal Web Hosting/Support & SSL Cert	$ 5,048.41
Bill Pmt -Check	06/18/2020	4044	MJM Services	Contract - June Janitorial	$ 500.00
Bill Pmt -Check	06/18/2020	4042	North State Security	Security Patrol for May 2020 FINAL INVOICE	$ 221.00
Bill Pmt -Check	06/18/2020	4043	Record Searchlight	Public Notice	$ 187.80
General Journal	06/19/2020	1851	Teamwork HR	Payroll 6/19/2020	$ 41,792.20
Bill Pmt -Check	06/23/2020	4050	Alta Planning & Design	Contract - Sustainable Shasta April	$ 28,401.00
Bill Pmt -Check	06/23/2020	4048	Dignity Health (DHCL)	CTSA March 2020 Services	$ 26,039.11
Bill Pmt -Check	06/23/2020	4054	EAP Inc	EAP for June	$ 75.00
Bill Pmt -Check	06/23/2020	4053	Kenny & Norine	May Legal	$ 795.70
Bill Pmt -Check	06/23/2020	4055	MySidewalk	Contract Term 5/6/20 to 5/5/2022 Virtual Training	$ 2,478.50
Bill Pmt -Check	06/23/2020	4051	Nelson Nygaard	Contract - SRTA Long-Range Transit Plan May	$ 9,402.05
Bill Pmt -Check	06/23/2020	4052	Spectrum Business	Internet	$ 134.98
Bill Pmt -Check	06/24/2020	4056	Bay Alarm	Security Cameras and Monitoring	$ 492.61
Bill Pmt -Check	06/24/2020	Debit	City of Redding Utilities	Utilities June	$ 116.41
Bill Pmt -Check	06/24/2020	Debit	US Post Office	Board Packet Postage to Rickert 6-23-20 Meeting	$ 8.25
Bill Pmt -Check	06/24/2020	Debit	Verizon	Cell Phones May	$ 205.24
Bill Pmt -Check	06/29/2020	EFT	CalPERS-Fiscal Services	CalPERS - 457 Plan Contributions	$ 392.44
Bill Pmt -Check	06/29/2020	EFT	CalPERS-Fiscal Services	CalPERS Contributions - Health and Retirement	$ 6,152.83
Bill Pmt -Check	07/02/2020	DEBIT	WP Engine	ShastaConnect Website Hosting Renewal	$ 1,150.00
Bill Pmt -Check	07/03/2020	EFT	CalPERS-Fiscal Services	CalPERS Contributions - Health and Retirement	$ 14,086.39
Bill Pmt -Check	07/03/2020	EFT	CalPERS-Fiscal Services	Employer Contributions - Unfunded Accrued Liability	$ 1,063.68
Bill Pmt -Check	07/07/2020	4058	Alliant Insurance Services, Inc	Property and Crime Insurances	$ 11,352.69
Bill Pmt -Check	07/07/2020	4060	Haedrich and Company	Draft Rental Lease / Tenant Agent	$ 9,706.07
Bill Pmt -Check	07/07/2020	4061	Alta Planning & Design	Contract - Sustainable Shasta May	$ 6,674.39
Bill Pmt -Check	07/07/2020	4062	Benefit Resource	June 2020	$ 100.00
Bill Pmt -Check	07/07/2020	4063	Forest Design	June Landscape Installed Locking Water Spicket	$ 354.41
Bill Pmt -Check	07/07/2020	4064	Utility Telephone	Telephone for July	$ 336.88
General Journal	07/10/2020	1859	Teamwork HR	Payroll 07/03/2020	$ 51,051.91

Shasta Regional Transportation Agency
Cash Disbursements
June 1, 2020 - August 31, 2020

Type	Date	Num	Name	Memo	Amount
General Journal	07/13/2020	1856	Teamwork HR	Payroll 06/19/2020 Correction	$ 1,221.12
Bill Pmt -Check	07/14/2020	Debit	PG&E	Gas July	$ 33.52
Bill Pmt -Check	07/15/2020	4068	Apex Technology Management	Contract - Shasta County RTPA	$ 42.91
Bill Pmt -Check	07/15/2020	4075	Carrel's Office Solutions	Contract Usage Charge June	$ 85.14
Bill Pmt -Check	07/15/2020	4071	City of Redding- Public Works	Consulting - Park Marina Corridor	$ 28,211.44
Bill Pmt -Check	07/15/2020	4073	Clarke Pest Control	July Pest Control	$ 105.00
Bill Pmt -Check	07/15/2020	4067	Haedrich and Company	Lease Prep SRTA/SS Valley EMS Tenant for Suite 201	$ 483.75
Bill Pmt -Check	07/15/2020	4070	Hylton Security, Inc	Courtesy Patrol June	$ 415.00
Bill Pmt -Check	07/15/2020	4072	MJM Services	July Janitorial	$ 500.00
Bill Pmt -Check	07/15/2020	4069	North State Security	Security Special Response 5/29/20	$ 35.00
Bill Pmt -Check	07/15/2020	4074	Spectrum Business	Internet July	$ 134.98
Bill Pmt -Check	07/15/2020	Debit	AT&T Elevator	Elevator June	$ 83.77
Bill Pmt -Check	07/15/2020	Debit	City of Redding Utilities	Utilities July	$ 847.37
Bill Pmt -Check	07/15/2020	Debit	Mailchimp	Mailchimp Subscription Charged on July 10	$ 9.99
Bill Pmt -Check	07/16/2020	4078	Bentley Advancing Infrastructure	Citilabs Enterprise License PPA	$ 7,260.00
Bill Pmt -Check	07/16/2020	4083	CALCOG	Orgainization Dues Non-Advocacy for FY 20/21	$ 4,750.00
Bill Pmt -Check	07/16/2020	4082	Dignity Health (DHCL)	CTSA - April and May	$ 45,316.72
Bill Pmt -Check	07/16/2020	4080	EAP Inc	EAP for July	$ 75.00
Bill Pmt -Check	07/16/2020	4081	Kenny & Norine	June Legal	$ 1,225.38
Bill Pmt -Check	07/16/2020	4079	Nelson Nygaard	Contract - SRTA Long-Range Transit Plan June	$ 28,933.52
General Journal	07/17/2020	1853	Teamwork HR	Payroll 07/17/2020	$ 38,788.48
General Journal	07/17/2020	1857	Teamwork HR	Payroll 07/03/2020 Correction	$ 10.93
Bill Pmt -Check	07/20/2020	DEBIT	Adobe Creative Cloud	Marketing Stock Photos July	$ 29.99
Bill Pmt -Check	07/23/2020	4086	Bay Alarm	Security Cameras and Monitoring	$ 441.34
Bill Pmt -Check	07/23/2020	4085	Record Searchlight	Public Notice	$ 234.60
General Journal	07/23/2020	1860	Teamwork HR	Payroll - Final Check 07/31/2020	$ 7,996.58
General Journal	07/23/2020	1858	Teamwork HR	Payroll 07/17/2020 - Corrections	$ 4,028.77
Bill Pmt -Check	07/26/2020	ACH	Intuit	Quickbooks Annual 20-21	$ 1,848.00
General Journal	07/31/2020	1854	Teamwork HR	Payroll 07/31/2020	$ 50,441.46
Bill Pmt -Check	08/03/2020	Debit	Verizon	Cell Phones June	$ 206.02
Bill Pmt -Check	08/03/2020	Debit	Zoom	Monthly audio conf/webinar & 2 Standard Pro Annual Licenses to July 2021	$ 439.80
Bill Pmt -Check	08/05/2020	4093	Apex Technology Management	Contract - Shasta County RTPA	$ 4,723.06
Bill Pmt -Check	08/05/2020	4091	Benefit Resource	July 2020	$ 100.00
Bill Pmt -Check	08/05/2020	4089	Forest Design	July Landscape Maintenance & Irrigation Repairs	$ 290.53
Bill Pmt -Check	08/05/2020	4090	Jobs Available Inc	Advertising 2020 Planner Position	$ 351.00
Bill Pmt -Check	08/05/2020	4087	Siskiyou Elevator	Elevator Quarterly Maintenance 2020	$ 300.00
Bill Pmt -Check	08/05/2020	4092	Utility Telephone	Telephone for August	$ 336.44
Bill Pmt -Check	08/05/2020	4088	World Telecom	Forwarded former employee's phone to SRTA main line	$ 31.25
Bill Pmt -Check	08/05/2020	Debit	AT&T Elevator	Elevator July	$ 74.95
Bill Pmt -Check	08/05/2020	Debit	Record Searchlight	Public Notice	$ 0.99
Bill Pmt -Check	08/05/2020	Payroll8/7	Amy Lindsey	Mileage Reimbursement 6/2020	$ 87.98
Bill Pmt -Check	08/05/2020	Payroll8/7	Dan Little	Mileage Reimbursement 1/1/19 to 6/30/20	$ 161.58
Bill Pmt -Check	08/05/2020	Payroll8/7	Sean Tiedgen	Local Mileage Reimbursement 6-30-20	$ 20.99
Bill Pmt -Check	08/11/2020	DEBIT	Adobe Creative Cloud	Marketing Stock Photos August	$ 29.99
Bill Pmt -Check	08/13/2020	4094	American Planning Association	Membership 2020-21	$ 873.00
Bill Pmt -Check	08/13/2020	4095	Bay Alarm	Security Cameras and Monitoring	$ 245.00
Bill Pmt -Check	08/13/2020	4098	Carrel's Office Solutions	Contract Usage Charge July	$ 23.52
Bill Pmt -Check	08/13/2020	4099	EAP Inc	EAP for August	$ 75.00
Bill Pmt -Check	08/13/2020	4100	Hylton Security, Inc	Courtesy Patrol July	$ 415.00
Bill Pmt -Check	08/13/2020	4097	MJM Services	August Janitorial + On-call Hazardous (75.00)	$ 575.00

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Type	Date	Num	Name	Memo	Amount
Bill Pmt -Check	08/13/2020	4096	Spectrum Business	Internet August	$ 134.98
Bill Pmt -Check	08/13/2020	DEBIT	City of Redding Utilities	Utilities August	$ 1,098.84
Bill Pmt -Check	08/13/2020	DEBIT	Mailchimp	Mailchimp Subscription Charged on August 9	$ 9.99
Bill Pmt -Check	08/13/2020	DEBIT	PG&E	Gas August	$ 31.36
Bill Pmt -Check	08/21/2020	PYRL08/21	Dan Wayne	Mileage Reimbursement 7/16-12/31/19 & 1/1 - 6/20/20	$ 76.95
Bill Pmt -Check	08/21/2020	4102	Apex Technology Management	Contract - Shasta County RTPA	$ 99.00
Bill Pmt -Check	08/21/2020	4103	AT&T Mobility	SRTA iPAD 7/9 - 8/8/20 (credit of 31.08 prior month)	$ 12.15
Bill Pmt -Check	08/21/2020	4104	Kenny & Norine	July Legal	$ 447.39
Bill Pmt -Check	08/21/2020	4105	World Telecom	Set up new employee's phone	$ 62.50
Bill Pmt -Check	08/21/2020	DEBIT	Zoom	Monthly audo conf/webinar 7/17 to 9/16/20	$ 140.00
General Journal	08/21/2020	1861	Teamwork HR	Payroll 08/14/2020	$ 42,767.57
Bill Pmt -Check	08/27/2020	4106	Advisor Services	Installed items in new CFO office	$ 90.00
Bill Pmt -Check	08/27/2020	4107	Apex Technology Management	Contract - Shasta County RTPA	$ 1,210.90
Bill Pmt -Check	08/27/2020	4108	Forest Design	August Landscape Maintenance	$ 270.53
Bill Pmt -Check	08/27/2020	4109	GuziWest	Mold Remediation Suite 101	$ 1,825.00
Bill Pmt -Check	08/27/2020	4110	Nelson Nygaard	Contract - SRTA Long-Range Transit Plan July	$ 2,542.08
Bill Pmt -Check	08/27/2020	DEBIT	Home Depot	Metal rolling shelving units (2) for bike room storage taken from STE 201	$ 373.59
Bill Pmt -Check	08/27/2020	DEBIT	Verizon	Cell Phones July	$ 206.56
Bill Pmt -Check	08/30/2020	DEBIT	AT&T Elevator	Elevator 8/20 - 9/19/2020	$ 85.97
					$ 682,654.67
					$ 682,654.67