STAFF REPORT

MEETING DATE:	**October 22, 2019**
SUBJECT:	**Approve Disbursements**
AGENDA ITEM:	**5-3**
STAFF CONTACT:	**Monika Long, Chief Fiscal Officer**

STAFF RECOMMENDATION:

It is recommended that the board of directors' review and approve disbursements for the period of July 1, 2019, to September 30, 2019.

Daniel S. Little, AICP, Executive Director

Attachments: SRTA Disbursements, July 1, 2019, to September 30, 2019

Shasta Regional Transportation Agency
Cash Disbursements
July 1, 2019, to September 30, 2019

Type	Date	Num	Name	Memo	Amount
Bill Pmt -Check	07/03/2019	3717	Utility Telephone	Office Phone Lines for July	335.02
Bill Pmt -Check	07/03/2019	3718	MJM Services	July Janitorial and supplies	678.00
Bill Pmt -Check	07/03/2019	3719	EAP Inc	EAP for July	75.00
Bill Pmt -Check	07/03/2019	3720	Alliant Insurance Services, Inc	APIP Liability insurance	8,351.66
Bill Pmt -Check	07/03/2019	Debit	American Trails	Social Media and Trails Growing Followers	39.00
General Journal	07/05/2019	1699	Teamwork HR	Pay period Ending 7/5/19	53,570.52
Bill Pmt -Check	07/09/2019	3715	AT&T Elevator	Elevator June	72.03
Bill Pmt -Check	07/09/2019	3716	Dignity Health (DHCL)	May Operating Expenses	39,347.57
Bill Pmt -Check	07/09/2019	3721	Benefit Resource	Monthly administration fee June	100.00
Bill Pmt -Check	07/09/2019	3722	CTE	Project Management Battery Electric Bus May 2019	1,628.41
Bill Pmt -Check	07/12/2019	3723	PG&E	Natural Gas	47.04
Bill Pmt -Check	07/12/2019	3724	City of Redding Utilities	Utilities	1,046.35
Bill Pmt -Check	07/12/2019	3725	North State Security	Security Patrol June	221.00
Bill Pmt -Check	07/12/2019	3726	Hylton Security, Inc	Courtesy Patrol June	200.00
Bill Pmt -Check	07/12/2019	3727	Spectrum Business	Internet for Office	134.98
Bill Pmt -Check	07/12/2019	3728	RABA	State of Good Repair RABA 3rd Final Allocation 2019	3,388.80
Bill Pmt -Check	07/12/2019	3729	Advisor Services	Hang signs / whiteboards	181.74
Bill Pmt -Check	07/12/2019	3730	CTE	Consultant work Battery Electric Bus Procurement Jun	86.19
Bill Pmt -Check	07/12/2019	3731	Circa Now, LLC	June Consultant work ShastaConnect	3,247.00
Bill Pmt -Check	07/12/2019	3732	Carrel's Office Solutions	June Copier Usage	329.64
Bill Pmt -Check	07/12/2019	3733	AICPA	AICPA Dues 2019-20	285.00
Bill Pmt -Check	07/12/2019	3734	Circa Now, LLC	Consultant work Q1 2019-2020	11,863.80
Bill Pmt -Check	07/12/2019	3735	Rincon Consultants Inc	Consultant work on EMFAC Modeling for June	2,015.00
Bill Pmt -Check	07/12/2019	3736	Synergy	Consultant works On Call GIS Services June	5,580.00
Bill Pmt -Check	07/12/2019	Debit	Mailchimp	Mailchimp Subscription	9.99
Bill Pmt -Check	07/12/2019	Debit	Hover	1 small emailbox for Salmon Runner	87.67
Bill Pmt -Check	07/12/2019	Debit	CAL ACT	Conference Registration Pollom CalACT Fall 2019	510.00
Bill Pmt -Check	07/17/2019	Payrll7-16	Sean Tiedgen	Sean Teidgen Travel CARL Workshop 6-27-19	455.35
Bill Pmt -Check	07/17/2019	EFT	Adobe Creative Cloud	Adobe stock image small July	29.99
Bill Pmt -Check	07/19/2019	Debit	CAL ACT	McFall CalACT Conference Reg Fall 2019	510.00
Bill Pmt -Check	07/19/2019	Debit	B&H Photo	Power supply Unit	150.04
Bill Pmt -Check	07/19/2019	Debit	California Transit Association	CTA membership	750.00
Bill Pmt -Check	07/19/2019	Debit	Fred Pryor Training	Transitioning to Supervisor Training	199.00
Bill Pmt -Check	07/19/2019	3738	Verizon	June Cell Phone	262.65
Bill Pmt -Check	07/19/2019	3739	Natural Choice Furniture	Bookcase Cherry	992.06
Bill Pmt -Check	07/19/2019	3737	Record Searchlight	Public Notice	191.40
Bill Pmt -Check	07/19/2019	3741	Arakadin Inc (AT Conference)	Conference Calls June 2019	36.36
Bill Pmt -Check	07/19/2019	3740	Kenny & Norine	Legal Fees June	2,068.82
Bill Pmt -Check	07/19/2019	EFT	Intuit	Quickbooks Annual 19-20	1,848.00
General Journal	07/19/2019	1700	Teamwork HR	Pay Period Ending 7/19/19	43,456.83
Bill Pmt -Check	07/23/2019	Debit	CDAC	CDAC Registration Pollom 7-30-19	25.00
Bill Pmt -Check	07/23/2019	Debit	Zoom	Standard Pro Subscription Annual	299.80
Bill Pmt -Check	07/23/2019	Debit	California Transit Association	CTA membership	656.00
Bill Pmt -Check	07/23/2019	3747	City of Redding- Public Works	City of Redding 2018-19 Q4	19,733.89
Bill Pmt -Check	07/23/2019	3746	Forest Design	July Landscape	270.53
Bill Pmt -Check	07/23/2019	3744	Lori J. Scott Treasurer	Property Tax Ste 101 For Tax Year 2019-2020 (Prorate	69.73
Bill Pmt -Check	07/26/2019	Payroll7-26	Dan Wayne	Local Mileage Dan Wayne 6-30-18	198.36

Type	Date	Num	Name	Memo	Amount
Bill Pmt -Check	07/26/2019	Payroll7-26	Jennifer Pollom	Jenn Pollom Local Mileage 6-30-19	42.92
Bill Pmt -Check	07/26/2019	Payroll7-26	Kathy Urlie	Kathy Urlie Local Mileage 6-30-19	14.50
Bill Pmt -Check	07/26/2019	Payroll7-26	Keith Williams	Keith Williams Local Mileage 6-30-19	33.06
Bill Pmt -Check	07/26/2019	Payroll7-26	Michael Kuker	Kuker Local Mileage 6-30-19	265.23
Bill Pmt -Check	07/26/2019	Payroll7-26	Sean Tiedgen	Sean Tiedgen Local Mileage 6-30-19	27.55
Bill Pmt -Check	08/02/2019	3751	Utility Telephone	Office Phone Lines for August	335.02
Bill Pmt -Check	08/02/2019	3752	Apex Technology Management	Shasta County RTPA	1,963.61
Bill Pmt -Check	08/02/2019	3753	AT&T Elevator	Elevator June	72.86
Bill Pmt -Check	08/02/2019	3755	LyRo Printing	Business Cards	85.80
Bill Pmt -Check	08/02/2019	3756	Siskiyou Elevator	Quarterly Preventative Mainenance	275.00
Bill Pmt -Check	08/02/2019	3757	Office Depot	59088894	283.96
Bill Pmt -Check	08/02/2019	3758	AT&T Mobility	SRTA iPAD July 2019	86.46
Bill Pmt -Check	08/02/2019	3759	Clarke Pest Control	July Pest Control	105.00
Bill Pmt -Check	08/02/2019	3760	Bright's Redding Trophy	Name plate Amy Lindsey	32.18
General Journal	08/02/2019	1701	Teamwork HR	Pay period Ending 8/2/19	52,039.73
Bill Pmt -Check	08/04/2019	EFT	Adobe Creative Cloud	Adobe stock image small Aug	29.99
Bill Pmt -Check	08/05/2019	3749	Dignity Health (DHCL)	June Operating Expenses	22,244.15
Bill Pmt -Check	08/05/2019	3764	Alta Planning & Design	Consultant work Q1 2019-2020	12,924.00
Bill Pmt -Check	08/05/2019	3768	APA	Little APA Dues	844.00
Bill Pmt -Check	08/05/2019	3765	Apex Technology Management	Shasta County RTPA Windows 10 upgrades	3,046.63
Bill Pmt -Check	08/05/2019	3762	Benefit Resource	Monthly administration fee July	100.00
Bill Pmt -Check	08/05/2019	3769	City of Redding Utilities	Utilities	1,097.20
Bill Pmt -Check	08/05/2019	3770	Hylton Security, Inc	Courtesy Patrol July	200.00
Bill Pmt -Check	08/05/2019	3767	MJM Services	August Janitorial	600.00
Bill Pmt -Check	08/05/2019	3766	North State Security	Security Patrol July	221.00
Bill Pmt -Check	08/05/2019	3763	PG&E	Natural Gas	59.11
Bill Pmt -Check	08/05/2019	3761	Spectrum Business	Internet for Office	134.98
Bill Pmt -Check	08/06/2019	3745	Bay Alarm	Alarm monitoring SRTA	70.00
Bill Pmt -Check	08/15/2019	3771	Apex Technology Management	Monthly IT Service	1,963.61
Bill Pmt -Check	08/15/2019	3772	Arakadin Inc (AT Conference)	Conference Calls July 2019	75.95
Bill Pmt -Check	08/15/2019	3773	Carrel's Office Solutions	July Copier Usage	121.55
Bill Pmt -Check	08/15/2019	3774	Verizon	Mobile Phone Dan Little	267.65
Bill Pmt -Check	08/15/2019	Debit	Mailchimp	Mailchimp Subscription August	9.99
Bill Pmt -Check	08/15/2019	3775	Kenny & Norine	Legal Fees July	810.02
Bill Pmt -Check	08/15/2019	3776	Circa Now, LLC	Consultant work Q1 2019-2020	25,307.10
Bill Pmt -Check	08/15/2019	3777	City of Redding Utilities	Utilities	113.82
General Journal	08/16/2019	1702	Teamwork HR	Pay period Ending 8/16/19	43,932.84
Bill Pmt -Check	08/19/2019	Payroll8-9	Jennifer Pollom	Pollom Travel	445.88
Bill Pmt -Check	08/19/2019	Payroll8-9	Keith Williams	WIlliams Travel CA Walk and Bike TAC 8/1/2019	257.40
Bill Pmt -Check	08/22/2019	3778	AT&T Mobility	SRTA iPAD August 2019	43.23
Bill Pmt -Check	08/22/2019	3779	FP Mailing Solutions	Postage Meter August	192.89
Bill Pmt -Check	08/22/2019	3780	Shasta College	FY19-20 ESRI License	371.19
Bill Pmt -Check	08/22/2019	3781	Office Depot	Office Supples	309.97
Bill Pmt -Check	08/28/2019	3782	Siskiyou Elevator	Elevator Repair	2,082.86
Bill Pmt -Check	08/28/2019	3783	Forest Design	August Landscape	283.53
Bill Pmt -Check	08/28/2019	3784	Shasta Regional Transportation Age	Super Region Fee	500.00
Bill Pmt -Check	08/28/2019	3785	Office Depot	Office Supples	579.12
General Journal	08/30/2019	1703	Teamwork HR	Pay Period Ending 8/30/19	51,525.79
Bill Pmt -Check	09/04/2019	3788	Dignity Health (DHCL)	July Operating Expenses	34,012.04
Bill Pmt -Check	09/04/2019	3789	Enterprise	Pollom Travel CTC Conf 8/15/19	116.54
Bill Pmt -Check	09/04/2019	3786	RABA	2 Vans for Burney Express via SGR Program	197,764.34
Bill Pmt -Check	09/04/2019	3787	EAP Inc	Monthly Admin Fee	150.00
Bill Pmt -Check	09/04/2019	Payrll	Jennifer Pollom	Pollom Travel CTC Meeting San Jose	406.13

Type	Date	Num	Name	Memo	Amount
Bill Pmt -Check	09/04/2019	3790	CALCOG	Pollom CARL Conference Reg 2019/20	2,900.00
Bill Pmt -Check	09/04/2019	3791	Apex Technology Management	Shasta County RTPA IT Support	1,963.61
Bill Pmt -Check	09/04/2019	3792	Utility Telephone	Office Phone Lines for September	360.27
Bill Pmt -Check	09/04/2019	3793	Apex Technology Management	Shasta County RTPA IT Support	254.27
Bill Pmt -Check	09/04/2019	3794	MJM Services	Commercial Cleaning September	678.00
Bill Pmt -Check	09/04/2019	3795	AT&T Elevator	Elevator August	72.73
Bill Pmt -Check	09/04/2019	3796	Mobility Planners	May Consultant work CoSL transit REISSUE	1,710.00
Bill Pmt -Check	09/04/2019	3797	Rincon Consultants Inc	Modeling and Technical Memorandum	1,334.00
Bill Pmt -Check	09/11/2019	3798	Apex Technology Management	Shasta County RTPA IT Support	1,452.00
Bill Pmt -Check	09/11/2019	3799	Spectrum Business	Internet for Office	134.98
Bill Pmt -Check	09/11/2019	Debit	Buffer, Inc.	Social Media Management for SRTA 19-20	663.00
Bill Pmt -Check	09/11/2019	3800	North State Security	Security Patrol August	221.00
Bill Pmt -Check	09/11/2019	3802	PG&E	Natural Gas	56.50
Bill Pmt -Check	09/11/2019	3801	City of Redding Utilities	Utilities	1,155.76
Bill Pmt -Check	09/11/2019	3803	Benefit Resource	August 2019 Admin Fee	100.00
Bill Pmt -Check	09/11/2019	3806	CALCOG	2019-2020 Dues	5,000.00
Bill Pmt -Check	09/11/2019	3804	Hylton Security, Inc	Courtesy Patrol August	190.91
Bill Pmt -Check	09/11/2019	3805	North State Security	Security Special Response	35.00
Bill Pmt -Check	09/11/2019	Debit	Adobe Creative Cloud	Adobe stock image small SEp	29.99
General Journal	09/13/2019	1704	Teamwork HR	Pay period ending 9/13/19	33,135.67
Bill Pmt -Check	09/18/2019	3807	A-Z Bus Sales	Nor Cal Vans 2019 Transit 350 Wagons	70,754.23
Bill Pmt -Check	09/18/2019	3808	DKS Associates	2018 RTP GIS Mapping	875.00
Bill Pmt -Check	09/18/2019	3809	Kenny & Norine	Legal Fees August	556.32
Bill Pmt -Check	09/18/2019	3810	Record Searchlight	Public Notice	376.20
Bill Pmt -Check	09/18/2019	3811	Circa Now, LLC	Consultant Work Q1 2019-2020	20,781.10
Bill Pmt -Check	09/18/2019	3812	Carrel's Office Solutions	Copier August	174.06
Bill Pmt -Check	09/18/2019	3813	City of Redding Utilities	Utilities	60.06
Bill Pmt -Check	09/18/2019	3814	City of Redding Utilities	Utilities	47.98
Bill Pmt -Check	09/18/2019	EFT	Mailchimp	Mailchimp Subscription September	9.99
Bill Pmt -Check	09/18/2019	Debit	Verizon	Mobile Phone Dan Little	243.83
Bill Pmt -Check	09/18/2019	Debit	California Transportation Comission	Dan Wayne ATP Symposium Conference Registation	35.00
Bill Pmt -Check	09/18/2019	Debit	Carol's Lock and Key	11 Keys	38.34
Bill Pmt -Check	09/18/2019	Debit	CDAC	CDAC Registration Jenn Pollom	25.00
Bill Pmt -Check	09/18/2019	EFT	Facebook	August / September Facebook Posts Boost	111.09
Bill Pmt -Check	09/18/2019	Debit	California Transportation Comission	ATP Symposium Conference Registration Williams	35.00
Bill Pmt -Check	09/18/2019	3815	Air-O Service	Estimate repair fan motor	170.00
Bill Pmt -Check	09/18/2019	Payroll8-23	Jennifer Pollom	Pollom Travel CalSTA 9-5-19	55.04
Bill Pmt -Check	09/18/2019	Payroll9-20	Keith Williams	Williams Travel ATP Tech Advisory Meeting	412.20
					810,720.73
					810,720.73