STAFF REPORT

MEETING DATE:	**June 23, 2020**
SUBJECT:	**Approve Disbursements**
AGENDA ITEM:	**5-3**
STAFF CONTACT:	**Jennifer Pollom, Senior Transportation Planner**

STAFF RECOMMENDATION:

It is recommended that the board of directors review and approve disbursements for the period of April 1, 2020, to May 31, 2020.

Dan Little
Daniel S. Little, AICP, Executive Director

Attachments: SRTA Disbursements, April 1, 2020, to May 31, 2020

Shasta Regional Transportation Agency
Cash Disbursements
April 1, 2020, to May 31, 2020

Type	Date	Num	Name	Memo	Amount
General Journal	04/01/2020	1794	FiveStar Bank Loan Fund	April 1, 2020 Loan Interest Payment	10,400.81
Bill Pmt -Check	04/02/2020	Debit	Facebook	Post Walk & Bike Sep from Cars - Are you interested in improving..	76.33
Bill Pmt -Check	04/06/2020	Debit	Mailchimp	Mailchimp Subscription March 10 - April 9	14.98
Bill Pmt -Check	04/06/2020	3991	Apex Technology Management	Shasta County RTPA	1,963.61
Bill Pmt -Check	04/06/2020	3988	AT&T Elevator	Elevator March	73.92
Bill Pmt -Check	04/06/2020	3989	Benefit Resource	March 2020	100.00
Bill Pmt -Check	04/06/2020	3992	Dignity Health (DHCL)	January Operating Expenses	39,439.19
Bill Pmt -Check	04/06/2020	3987	Hylton Security, Inc	Courtesy Patrol March	200.00
Bill Pmt -Check	04/06/2020	3990	Nichols, Melberg	First Floor Concepts	2,000.00
Bill Pmt -Check	04/06/2020	3986	World Telecom	Acessed remotely, Programmed Jenn & other staff phones	156.25
Bill Pmt -Check	04/06/2020	EFT	CalPERS-Fiscal Services	SIP - IRC 457 Contributions, SIP - 457 Plan	1,437.84
Bill Pmt -Check	04/06/2020	EFT	CalPERS-Fiscal Services	Employer Contributions, PEPRA New, 27483, CalPERS 2019/20	4,787.38
Bill Pmt -Check	04/06/2020	EFT	CalPERS-Fiscal Services	Employer Contributions - Unfunded Accrued Liability, CalPERS	192.93
Bill Pmt -Check	04/06/2020	EFT	CalPERS-Fiscal Services	Health PA Billing, Health - Medical	7,133.96
Bill Pmt -Check	04/06/2020	EFT	CalPERS-Fiscal Services	Employer Contribution, Classic, 32358, CalPERS, 2019/2020	6,730.88
General Journal	04/09/2020	1792	Transfer to Non-motorized Account	March 2020 Q3	217,593.00
Bill Pmt -Check	04/10/2020	Debit	Adobe Creative Cloud	Adobe stock image small April	29.99
Bill Pmt -Check	04/10/2020	Debit	City of Redding Utilities	March utilities	502.27
Bill Pmt -Check	04/10/2020	Debit	Office Depot	Office supplies	69.67
Bill Pmt -Check	04/10/2020	Debit	PG&E	Natural Gas March	146.47
Bill Pmt -Check	04/10/2020	3997	Apex Technology Management	Shasta County RTPA	823.38
Bill Pmt -Check	04/10/2020	4001	Circa Now, LLC	Beach Bus Marketing Support Services Contract No. 2019-02	1,918.40
Bill Pmt -Check	04/10/2020	3994	EAP Inc	EAP for April	75.00
Bill Pmt -Check	04/10/2020	3999	MJM Services	April Janitorial	678.00
Bill Pmt -Check	04/10/2020	3996	Nelson Nygaard	Opening balance - SRTA Long-Range Transit Plan 2/1 - 2/28	3,680.68
Bill Pmt -Check	04/10/2020	3998	North State Security	Security Patrol March	221.00
Bill Pmt -Check	04/10/2020	3995	Spectrum Business	Internet April	134.98
Bill Pmt -Check	04/10/2020	3993	Synergy	Consultant works On Call GIS Services Q3	4,945.00
Bill Pmt -Check	04/10/2020	4000	Utility Telephone	Telephone for April	335.59
General Journal	04/10/2020	1793	Teamwork HR	PPE 4/10/2020	40,135.71
Bill Pmt -Check	04/17/2020	Payrol 4/17	Jennifer Pollom	HDMI Cable for Home Office SIP Order	21.44
Bill Pmt -Check	04/17/2020	4002	Apex Technology Management	Shasta County RTPA	2,905.06
Bill Pmt -Check	04/17/2020	4004	Kenny & Norine	March Legal	1,084.85
Bill Pmt -Check	04/17/2020	4003	Record Searchlight	00607708	439.60
Bill Pmt -Check	04/17/2020	Debit	NTT Cloud Communications Inc	Conference Calls March	53.65
Bill Pmt -Check	04/17/2020	Debit	Harland Clarke	Check Order starting w/ 4001	212.31
Bill Pmt -Check	04/17/2020	Debit	Mailchimp	Mailchimp Subscription April	14.98
Bill Pmt -Check	04/24/2020	4007	Apex Technology Management	Shasta County RTPA	1,966.25
Bill Pmt -Check	04/24/2020	4009	AT&T Mobility	SRTA iPAD April	43.23
Bill Pmt -Check	04/24/2020	4006	Circa Now, LLC	Beach Bus Marketing Support Services Contract No. 2019-02 (4-1 to 4-23-20)	1,303.90
Bill Pmt -Check	04/24/2020	4005	Dignity Health (DHCL)	February Operating Expenses	18,449.10
Bill Pmt -Check	04/24/2020	4008	Forest Design	April Landscape	270.53
Bill Pmt -Check	04/24/2020	Debit	Verizon	Mobile Phone Dan Little / 2 SRTA Staff Phones 3/8-4/7	534.50
Bill Pmt -Check	04/24/2020	Debit	Zoom	Monthly audio conf/webinar one month + prorated	144.52
General Journal	04/24/2020	1819	Teamwork HR	PPE 4/24/2020	50,141.34
Bill Pmt -Check	05/07/2020	4015	Apex Technology Management	Shasta County RTPA	2,063.61
Bill Pmt -Check	05/07/2020	4019	AT&T Elevator	Elevator April	73.97
Bill Pmt -Check	05/07/2020	4012	Benefit Resource	April 2020	100.00
Bill Pmt -Check	05/07/2020	4020	Dignity Health (DHCL)	Sunday On-Demand Transit February and March	20,942.47
Bill Pmt -Check	05/07/2020	4017	Hylton Security, Inc	Courtesy Patrol April	200.00
Bill Pmt -Check	05/07/2020	4014	MJM Services	May Janitorial	500.00
Bill Pmt -Check	05/07/2020	4011	Nelson Nygaard	SRTA Long-Range Transit Plan 2/29 to 4/3/20	13,147.13
Bill Pmt -Check	05/07/2020	4016	North State Security	Security Patrol April + Special Response 4/13/2020	256.00
Bill Pmt -Check	05/07/2020	4018	Siskiyou Elevator	Elevator Quarterly MaintenanceQ4 2019/20	300.00
Bill Pmt -Check	05/07/2020	4013	Utility Telephone	Telephone for May	334.89
Bill Pmt -Check	05/07/2020	Debit	PG&E	Natural Gas April	88.21
Bill Pmt -Check	05/07/2020	Debit	Adobe Creative Cloud	Adobe stock image small May	29.99
Bill Pmt -Check	05/07/2020	Debit	NTT Cloud Communications Inc	Conference Calls April	11.00
Bill Pmt -Check	05/07/2020	Debit	Office Depot	Office supplies	31.66
General Journal	05/08/2020	1820	Teamwork HR	PPE 05/08/2020	42,839.92
Bill Pmt -Check	05/10/2020	Debit	Mailchimp	Mailchimp Subscription Charged on May 10	19.97

Bill Pmt -Check	05/14/2020	4023	Carrel's Office Solutions	Multifunction Printer Usage March and April	223.70
Bill Pmt -Check	05/14/2020	4024	EAP Inc	EAP for May	75.00
Bill Pmt -Check	05/14/2020	4021	Kenny & Norine	April Legal	1,734.63
Bill Pmt -Check	05/14/2020	4022	Record Searchlight	Public Nortic 4/28/20 BOD Meeting	270.60
Bill Pmt -Check	05/14/2020	4025	Spectrum Business	Internet May	134.98
Bill Pmt -Check	05/14/2020	4026	Nelson Nygaard	SRTA Long-Range Transit Plan 4/4 - 5/1/2020	18,752.01
Bill Pmt -Check	05/15/2020	Payrol 5/15	Jennifer Pollom	Reimbursement for NPC20 Online Conference	125.00
Bill Pmt -Check	05/15/2020	Payrol 5/15	Sean Tiedgen	Sean Tiedgen Reimbursement for NPC20 Online Conf. 4-29-May 1	125.00
Bill Pmt -Check	05/15/2020	Debit	City of Redding Utilities	April utilities	193.01
Bill Pmt -Check	05/21/2020	Debit	AICPA	Conference Material for Dan Little AICP	125.00
Bill Pmt -Check	05/21/2020	Debit	Hover	Domain Registration for superregion.org (5 years)	80.85
Bill Pmt -Check	05/21/2020	4029	Apex Technology Management	Shasta County RTPA	18.72
Bill Pmt -Check	05/21/2020	4030	Clarke Pest Control	May Pest Control	105.00
Bill Pmt -Check	05/21/2020	4028	Forest Design	May Landscape	270.53
Bill Pmt -Check	05/21/2020	4027	FP Mailing Solutions	Postage Meter 5/11/20 - 8/10/20	192.89
Bill Pmt -Check	05/26/2020	4031	Alta Planning & Design	Sustainable Shasta: A walk and bike network consultant 2/1 - 2/29/20	16,145.75
Bill Pmt -Check	05/26/2020	4032	DKS Associates	Phone Call w/ SRTA/STEER regarding MPO Support of CalSTA Travel Demand Model	175.00
Bill Pmt -Check	05/26/2020	Debit	Amazon.com	Disposable Disinfection Wipes for SRTA Office	85.68
Bill Pmt -Check	05/26/2020	Debit	ThermoWorks	Opening balance - No Touch Digitial Forehead Thermometer - Covid re-entry reqirement	115.10
Bill Pmt -Check	05/26/2020	Debit	Verizon	Mobile Phone Dan Little / 2 SRTA Staff Phones 4/8 - 5/7/20	205.24
Total Payments					543,674.99