

STAFF REPORT



MEETING DATE:	June 25, 2025
SUBJECT:	Receive Cash Disbursements Report for March to April 2025
AGENDA ITEM:	7-4
STAFF CONTACT:	Jessica Carlson, Chief Fiscal Officer

STAFF RECOMMENDATION:

It is recommended that the board of directors receive the cash disbursements report for the period of March to April 2025.

DISCUSSION:

Generally accepted auditing principles (GAAP) require that the board of directors accept interim and year-end financial information to assess SRTA operations. For activity from SRTA accounts that occurs between each board meeting, staff prepares and submits a cash disbursements report. The report includes payment activities from all significant accounts holding funds for grants that SRTA administers for the region including but not limited to:

- Operating;
- Transportation Development Act (TDA) Accounts;
 - Local Transportation Fund (LTF);
 - State Transit Assistance (STA); and
 - Consolidated Transportation Services Agency (CTSA) allocations.
- Regional Surface Transportation Program (RSTP) exchange funds;
- Non-motorized funds; and
- Low Carbon Transit Operations Program (LCTOP).

ALTERNATIVES:

The board of directors may provide comments, ask for specific clarifications, or request informational changes in future cash disbursement reports.

FISCAL IMPACT:

The cash disbursement report has no direct impact on agency finances.

A handwritten signature in blue ink, appearing to read "Sean Tiedgen", is written over a horizontal line.

Sean Tiedgen, Executive Director

Attachment: SRTA Disbursements, March to April 2025.

Operating - Umpqua				
Date	Num	Vendor	Memo	Payment
03/02/2025	DEBIT	Facebook	Envision 273 Plan Meta Ads February-March 2025	432.75
03/04/2025	ACH	CalPERS-Fiscal Services	Employer and Employee Contributions, 457 Plans, 02/22/2025 - 03/07/2025	1,020.85
03/04/2025	ACH	CalPERS-Fiscal Services	Employer Contributions, Medical Plan Premiums March	13,480.58
03/04/2025	ACH	CalPERS-Fiscal Services	Employer Retirement Contribution, CalPERS Classic members, 02/22/2025 - 03/07/2025	1,491.19
03/04/2025	ACH	CalPERS-Fiscal Services	Employer Retirement Contribution, CalPERS PEPRAs members 02/22/2025 - 03/07/2025	4,340.58
03/05/2025	DEBIT	Record Searchlight	Unlimited Digital Access April 2025	16.99
03/06/2025	5334	City of Redding - Not RSTP	Color Copies made for SRTA Board Packets	723.94
03/07/2025	DEBIT	Tax1099.com	File 2024 1099's	15.36
03/14/2025	5333	Signarama	New Name Plates for Board Photo Wall (3)	131.48
03/14/2025	5336	Benefit Resource	Flexible Spending and Health Reimbursement Accounts Admin February 2025	100.00
03/14/2025	5337	Citiguard	Security Patrol February 2025	450.00
03/14/2025	5338	Foster & Foster	Preparation of GASB 68 and 75 Reports FY 2023/24	1,250.00
03/14/2025	DEBIT	Anewscafe	Anewscafe Online Subscription March 2025	1.35
03/14/2025	ACH	City of Redding	Utilities - March & April 2025	1,938.03
03/14/2025	ACH	PG&E	Gas Utility - February & March 2025	426.50
03/14/2025	DEBIT	United States Postal Service	One Book of Postage Stamps for the SRTA Office	14.60
03/14/2025	2506	Teamwork HR	Payroll March 14, 2025	37,379.65
03/14/2025	PYRL 031425	Staff Member	Travel Reimbursement CalCOG Regional Leadership Forum March 4 - March 7, 2025	129.14
03/14/2025	PYRL 031425	Staff Member	Travel Reimbursement CalCOG Regional Leadership Forum March 4 - March 7, 2025	206.00
03/14/2025	PYRL 031425	Staff Member	Travel Reimbursement CalCOG Regional Leadership Forum March 4 - March 7, 2025	922.86
03/14/2025	ACH	Nationwide - Plan Sponsor	Employer and Employee Contributions, 457 Plans, Payroll 03/14/2025	3,917.76
03/14/2025	PYRL 0314	Teamwork HR	Administration Fee - 457 Plan	30.00
03/17/2025	DEBIT	Adobe Creative Cloud	Adobe Stock Images 2/15/25 - 3/14/25	29.99
03/17/2025	5340	Carrel's Office Solutions	Contract copier usage charge for 2/1/25 - 2/28/25	300.69
03/17/2025	5341	Clark Pest Control of Stockton	Pest Control March 2025	138.00
03/17/2025	5342	Kenny & Norine	Legal February 2025	1,445.66
03/17/2025	5343	MJM Services	Janitorial Services March 2025	757.75
03/17/2025	DEBIT	Federal Grants Training	Procurement training LIVE Boot Camp	249.00
03/17/2025	DEBIT	Zoom	Audio Conferencing and Webinar 3/17/25 - 4/16/25	148.00
03/18/2025	ACH	CalPERS-Fiscal Services	Employer Retirement Contribution, CalPERS Classic members, 01/25/2025 - 02/07/2025	1,507.97
03/18/2025	ACH	CalPERS-Fiscal Services	Employer Retirement Contribution, CalPERS PEPRAs members 01/25/2025 - 02/07/2025	4,238.77
03/19/2025	ACH	CalPERS-Fiscal Services	Employer Retirement Contribution, CalPERS PEPRAs members 01/25/2025 - 02/07/2025	96.97
03/19/2025	ACH	CalPERS-Fiscal Services	Employer and Employee Contributions, 457 Plans, 01/25/2025 - 02/07/2025	1,038.36
03/20/2025	ACH	Umpqua Bank	Operating Bank Fees March 2025	30.00
03/20/2025	ACH	Umpqua Bank	Operating Bill Pay Bank Fees March 2025	5.95
03/20/2025	ACH	Umpqua Bank	Operating ACH Fees March 2025	7.50
03/21/2025	PYRL0321	Teamwork HR	Staff Member Payroll Corrections	14.31
03/24/2025	Debit	Spectrum Business Internet	Internet March 2025	134.98
03/25/2025	ACH	Five Star Bank - Cardmember Services	Purchasing Card Purchases February & March 2025	1,454.54
03/25/2025	DEBIT	Office Depot	Office Supplies in March & April 2025	267.52
03/27/2025	5345	AT&T Mobility 1487	Wireless phone bill for February & March 2025	86.46
03/27/2025	5346	GHD Inc.	Professional Services Rendered Jan & Feb 2025 for 273 Multimodal Corridor Plan	97,362.93
03/27/2025	Debit	Spectrum-Phones	Phone System March 2025	247.03
03/27/2025	DEBIT	Staples	Two APC Backups 650 Battery Backup Surge Protector for SRTA Offices	203.75
03/28/2025	5344	AECOM	SRTA North State Intercity Bus to Rail Plan Dec 2024 to Jan 2025	15,670.05
03/28/2025	5347	Kittelson & Associates	Low Stress Shasta January 2025	6,919.80
03/28/2025	ACH	Moore & Associates	2022-2024 Triennial Performance Audit Services through February 2025	7,694.72
03/28/2025	2510	Teamwork HR	Payroll March 28, 2025	33,034.33
03/28/2025	PYRL 32825	Teamwork HR	Administration Fee - 457 Plan	30.00

Operating - Umpqua				
Date	Num	Vendor	Memo	Payment
03/28/2025	ACH	Nationwide - Plan Sponsor	Employer and Employee Contributions, 457 Plans, Payroll 03/28/2025	3,827.97
03/31/2025	DEBIT	Anewscafe	Anewscafe Online Subscription 3/30/25 - 4/30/25	1.35
04/01/2025	ACH	Umpqua Bank - Building Loan	Building Loan Interest Payment April 2025	6,086.72
04/01/2025	ACH	CalPERS-Fiscal Services	Employer Retirement Contribution, CalPERS PEPRA members 03/08/2025 - 03/21/2025	4,378.36
04/01/2025	ACH	CalPERS-Fiscal Services	Employer and Employee Contributions, 457 Plans, 03/08/2025 - 03/21/2025	1,020.78
04/01/2025	ACH	CalPERS-Fiscal Services	Employer Retirement Contribution, CalPERS Classic members, 03/08/2025 - 03/21/2025	1,491.19
04/01/2025	ACH	CalPERS-Fiscal Services	Employer Contributions, Medical Plan Premiums April	12,464.44
04/03/2025	5349	Bay Alarm	Monitoring Service and Camera System 4/1 - 6/30/25	592.59
04/03/2025	5350	Forest Design	Landscape Maintenance March 2025	308.92
04/03/2025	5352	Stephens Electrical	Install new hardware anchors for outside electrical panel	453.93
04/07/2025	DEBIT	Record Searchlight	Unlimited Digital Access April 2025	16.99
04/10/2025	5353	AECOM	SRTA North State Intercity Bus to Rail Plan February 2025	31,098.34
04/10/2025	5355	Citiguard	Security Patrol March 2025	450.00
04/10/2025	5356	Custom Plumbing	Replace Failing Pressure Reducing Valve	1,450.00
04/10/2025	DEBIT	Verizon Wireless	Wireless phone bill Feb 18, 2025 to March 17, 2025	158.04
04/10/2025	5360	Welch Enterprises INC	Toilet Rental for Plumbing Repair	150.73
04/10/2025	5354	Benefit Resource	Flexible Spending and Health Reimbursement Accounts Admin February 2025	100.00
04/10/2025	2516	Teamwork HR	Payroll April 11, 2025	37,567.02
04/10/2025	PYRL 0411	Teamwork HR	Administration Fee - 457 Plan	30.00
04/10/2025	PYRL 0411	Teamwork HR	New Hire Background Check	32.50
04/10/2025	PYRL 0411	Teamwork HR	New Hire Drug Test	40.00
04/10/2025	PYRL 0411	Teamwork HR	New Hire Set-Up Fee	40.00
04/10/2025	PYRL 0411	Staff Member	CalCOG Regional Leadership Forum 2025 Final Expenses	1,081.29
04/10/2025	PYRL 0411	Staff member	CNU-A Membership Fees	125.00
04/11/2025	ACH	Nationwide - Plan Sponsor	Employer and Employee Contributions, 457 Plans, Payroll 04/11/2025	3,842.17
04/17/2025	5361	Elevator Technology	Quarterly Maintenance & Wireless Phone Line October 2024-June 2025	1,467.00
04/17/2025	ACH	CalPERS-Fiscal Services	Employer Retirement Contribution, CalPERS Classic members, 03/22/2025-04/04/2025	1,491.19
04/17/2025	ACH	CalPERS-Fiscal Services	Employer and Employee Contributions, 457 Plans, 03/22/2025-04/04/2025	996.28
04/17/2025	ACH	CalPERS-Fiscal Services	Employer Retirement Contribution, CalPERS PEPRA members 03/22/2025-04/04/2025	4,364.20
04/17/2025	DEBIT	Spectrum-Phones	Phone System April 2025	247.03
04/22/2025	ACH	Umpqua Bank	Operating ACH Fees April 2025	1.50
04/22/2025	ACH	Umpqua Bank	Operating Bill Pay Bank Fees April 2025	5.95
04/22/2025	ACH	Umpqua Bank	Operating Bank Fees April 2025	30.00
04/23/2025	DEBIT	Spectrum Business Internet	Internet April 10 through May 9, 2025	134.98
04/25/2025	5362	AECOM	SRTA North State Intercity Bus to Rail Plan March 1 - 28, 2025	966.54
04/25/2025	5363	Kenny & Norine	Legal March 2025	160.63
04/25/2025	5364	Love to Ride	12-month Lease for the Love to Ride Software Services	13,275.00
04/25/2025	5365	MJM Services	Janitorial April 2025	600.00
04/25/2025	5367	Record Searchlight	Public Notice - Unmet Transit Needs	216.38
04/25/2025	5368	Board Member	SRTA Board Member Audette Travel Expenses - CalCOG Spring Leadership Forum 2025	359.10
04/25/2025	DEBIT	Zoom	Audio Conferencing and Webinar April 17, through May 16, 2025	148.00
04/25/2025	2518	Teamwork HR	Payroll April 25, 2025	36,203.34
04/25/2025	PYRL 042525	Teamwork HR	Administration Fee - 457 Plan	30.00
04/25/2025	ACH	Nationwide - Plan Sponsor	Employer and Employee Contributions, 457 Plans, Payroll 04/25/2025	3,842.45
				412,882.54

State Transit Assistance (STA) - Cash With County				
Date	Num	Vendor	Memo	Payment
03/31/2025	2514	RABA	STA Allocated to RABA for Quarter 3 FY 2024/25	651,807.00
04/30/2025	2523		STA Admin Fees Quarter 3 FY 2024/25	310.64
04/30/2025	2523		STA Investment Fees Quarter 3 FY 2024/25	59.51
				652,177.15
Consolidated Transportation Services Agency (CTSA) Reserve - Umpqua				
Date	Num	Vendor	Memo	Payment
03/14/2025	5339	Dignity Health (DHCL) - CTSA	CTSA & Expanded CTSA Service Period January 2025 Partial Payment Inv. 16	70,322.89
03/17/2025	ACH	Umpqua Bank	Operating Overdraft Fee March 2025 (Reversed in April 2025)	35.00
03/31/2025	ACH	Umpqua Bank	CTSA Bank Service Fee (Reversed in April 2025)	10.00
04/03/2025	5351	RABA	RABA Vehicle Fees Via Reimbursement Inv. SRTA 03251 December 2024	1,800.00
04/21/2025	5357	Dignity Health (DHCL) - CTSA	CTSA and Expanded CTSA Service Period February 2025	40,498.44
04/25/2025	5366	RABA	Via Reimbursement February & March 2025	3,600.00
				116,266.33
STA Projects - Five Star				
Date	Num	Vendor	Memo	Payment
04/03/2025	ACH	RABA	Enterprise Vanpool February 2025	1,000.00
				1,000.00
Low Carbon Transit Operating Program (LCTOP) - Umpqua				
Date	Num	Vendor	Memo	Payment
04/10/2025	5359	RABA	Runabout Sunday Services for the Month of January-February 2025	31,589.48
				31,589.48
Non-Motorized - Umpqua				
Date	Num	Vendor	Memo	Payment
03/31/2025	ACH	Umpqua Bank	Bank Service Fee March 2025 (Reversed in April 2025)	10.00
04/10/2025	5358	Kittelson & Associates	Low Stress Shasta Invoice for February 2025	1,357.67
				1,367.67
Local Transportation Fund (LTF) - Cash With County				
Date	Num	Vendor	Memo	Payment
03/31/2025	2513		Total LTF payments to SRTA for February 2025	207,851.00
03/31/2025	2513		Total LTF payments to Jurisdictions February 2025	879,688.00
04/30/2025	2522		Quarterly Admin Fee Q3 FY 2024/25	101.52
04/30/2025	2522		Quarterly Investment Fee Q3 FY 2024/25	19.45
				1,087,659.97
State of Good Repair (SGR) - Umpqua				
Date	Num	Vendor	Memo	Payment
03/14/2025	5339	Dignity Health CL	CTSA & Expanded CTSA Service Period January 2025 partial payment Inv. 16	520.80
04/21/2025	ACH	RABA	State of Good Repair Passthrough Payment to RABA for projects	678,945.77
				679,466.57
Planning Reserve - Umpqua				
Date	Num	Vendor	Memo	Payment
03/31/2025	ACH	Umpqua Bank	Planning Reserve Service Fee March 2025	10.00
				10.00
Transit Intercity Rail & Capital Program (TIRCP) General - Five Star				
Date	Num	Vendor	Memo	Payment
04/03/2025	ACH	RABA	SB 125 Reimbursement for activities October 2024 - February 2025	164,643.52
				164,643.52

Regional Surface Transportation Program - Five Star				
Date	Num	Vendor	Memo	Payment
04/24/2025	ACH	City of Redding - RSTP	Street Maintenance (FY 2022/23 RSTP Exchange) Billing Period Sep 2023-Jun 2024	1,587,982.00
				1,587,982.00
SRTA Accounts with No Disbursements				
Five Star Bank		Umpqua Bank		
TDA Loan Fund		Building Reserve		
Regional Early Action Plan (REAP)		North State Super Region (NSSR)		
Transit & Intercity Rail Capital Program (TIRCP) Greenhouse Gas Reduction Fund (GGRF)				
Zero Emission Transit Capital Program (ZETCP) PTA				
Zero Emission Transit Capital Program (ZETCP) GGRF				