

STAFF REPORT



MEETING DATE:	June 22, 2023
SUBJECT:	Approve Cash Disbursements for April 1, 2023, through May 31, 2023
AGENDA ITEM:	7-4
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 April 1, 2023, through May 31, 2023.

A handwritten signature in blue ink, appearing to read "J. Carlson", is positioned above a horizontal line.

Jessica Carlson, Chief Fiscal Officer

Attachment: SRTA Disbursements, April 1, 2023, through May 31, 2023.

Shasta Regional Transportation Agency
Cash Disbursements
April 1, 2023, through May 31, 2023

Date	Num	Name	Memo	Credit
04/03/2023	ACH	Umpqua Bank - Building Loan	Building Loan Interest Payment April 2023	7,898.29
04/04/2023	ACH	CalPERS-Fiscal Services	Employer Contributions to Health Premiums and Other Post Employment Benefits (OPEB)	18,524.89
04/04/2023	DEBIT	Record Searchlight	Monthly Subscription April	9.99
04/06/2023	4781	Clark Pest Control of Stockton	Pest Control April 2023	114.00
04/06/2023	4782	Kittelson & Associates	Shasta Regional Active Transportation Network 8th Invoice	15,588.72
04/06/2023	4783	Tenessa Audette	SRTA Board Member Travel Expenses - CalCOG Riverside	1,468.40
04/06/2023	4784	Verizon 942500429-00001	Monthly Charge 3 SRTA Staff Phones Monthly 2/18 - 3/17/23	60.84
04/10/2023	DEBIT	Mailchimp	Online Survey Host Subscription April/May	32.50
04/11/2023	4466	Netsound	Audio and Visual for North State Super Region (NSSR) CA Transportation Comm. (CTC) Town Hall	2,700.00
04/11/2023	4466	Gaia Hotel & Spa	SRTA/NSSR TownHall April 12-13	6,025.38
04/13/2023	4785	Apex Technology Management	Monthly IT Support	2,572.97
04/13/2023	4786	Benefit Resource	Flexible Spending (FSA) and Health Reimbursement (HRA) Accounts Admin March 2023	100.00
04/13/2023	4787	Bobby Evans Handyman Services	SRTA Building Fence Repair	200.00
04/13/2023	4788	Brown Plumbing	Womens Restroom Repair	420.27
04/13/2023	4789	Citiguard	March Security 2023	401.39
04/13/2023	4790	Elevator Technology	Quarterly maintenance \$286.00 & Phone Line Service October \$186.00 for April, May, June '23	472.00
04/13/2023	4791	Enjoy Inc.	1/2 Page Ad in Enjoy Magazine 273 Multimodal Corridor Plan Open House Public Engagement	1,000.00
04/13/2023	4792	Environmental Systems Research Institute	ESRI License 2023	3,300.00
04/13/2023	4793	GFOA	Government Finance Officers (GFOA) Conference - Portland Oregon May 21, 2023 to May 24, 2023	660.00
04/13/2023	4795	Utility Telephone	Telephone for 4/1 - 4/30/23	353.52
04/13/2023	ACH	PG&E	Gas Utilities	204.95
04/13/2023	4794	Kittelson & Associates	Shasta Regional Active Transportation Network 9th Invoice	1,903.80
04/17/2023	DEBIT	Adobe Creative Cloud	Adobe Stock Images April	29.99
04/19/2023	ACH	CalPERS-Fiscal Services	Employer Contributions to Health Premiums and Other Post Employment Benefits (OPEB)	4,780.46
04/19/2023	DEBIT	Google LLC	Google Ads for Envision 273 Open Houses	50.00
04/20/2023	ACH	City of Redding Utilities	Utilities March	868.71
04/20/2023	DEBIT	Amazon.com	Tour Materials for CTC Town Hall Meeting/Tour 4/13/23	157.57
04/20/2023	DEBIT	Costco	Refreshments for CTC Town Hall Meeting/Tour 4/13/23	83.53
04/20/2023	DEBIT	Environmental Systems Research Institute	ArchGIS Online Credits	240.00
04/20/2023	DEBIT	Office Depot	Office Supplies	203.70
04/20/2023	4796	Air-O Service	Service Call - Panel Red Check Light On	285.00
04/20/2023	4797	AMBAG	Inegrated Lane Use Model & Development Monitoring Framework Tool - Cost Share 2nd Install	9,000.00
04/20/2023	4798	Carrel's Office Solutions	Copier usage period 3/1/23 - 3/31/23	90.39
04/20/2023	4799	Eide Bailly	Progress billing related to the audit of financial statements for year ended 6/30/22	18,362.50
04/20/2023	4801	Spectrum Business	Internet March	134.98
04/20/2023	4802	World Telecom	Term Staff - Disconnect and set up forwarding	62.50
04/20/2023	4800	Kenny & Norine	March 2023 Legal	940.38
04/20/2023	ACH	CalPERS-Fiscal Services	Employer and Employee SIP-IRC 457 Payroll Contributions	1,515.03
04/20/2023	ACH	Umpqua Bank	Bank Fees Apr	30.00
04/20/2023	ACH	Umpqua Bank	ACH Fees Apr	1.25
04/22/2023	DEBIT	Google LLC	Google Ads for Envision 273 Open Houses	200.00
04/24/2023	DEBIT	Facebook	Envision 273 Redding Open House Advertising Meta/Facebook 4/18 -4/23/23	250.00
04/27/2023	ACH	Umpqua Bank	Deposit Slip Reorder	94.08
04/27/2023	4803	AT&T Mobility	SRTA iPad 3/9/23 - 4/8/23	43.23
04/27/2023	4804	KIXE	Sponsorship spots (34) 4/17 - 5/4/23 Envision 273	850.00
04/27/2023	4805	MJM Services	April Janitorial	600.00
04/27/2023	4806	Record Searchlight	Public Notice - SSTAC Meeting 3/15/23 and 3/29/23	427.80
04/27/2023	DEBIT	GIS Certification Institute	GISCI Certification July 1, 2023 - June 30, 2026	285.00
04/27/2023	DEBIT	Zoom	Audio Conferencing and Webinar 4/17 - 5/16/23	140.00
04/28/2023	PYRL042823	Jessica Carlson	Government Finance Officers Association (GFOA) Annual Conference - Portland - Travel Advance	809.44
04/29/2023	DEBIT	Google LLC	Google Ads for Envision 273 Open Houses	350.00
05/01/2023	DEBIT	Google LLC	Google Ads for Envision 273 Open Houses	49.96
05/04/2023	4807	Forest Design	April Landscape Maintenance	287.01
05/04/2023	4808	Mark Mezzano	SRTA Chair Mezzano travel reimbursement to CalCOG Riverside	1,048.99
05/04/2023	4809	RABA	Super Region CTC Town Hall Bus Tour	966.64
05/04/2023	4810	Verizon 942500429-00001	Monthly Charge 3 SRTA Staff Phones Monthly 3/18 - 4/17/23	155.64
05/04/2023	4827	Shasta Regional Transportation Agency	North State Super Region Dues	500.00
05/04/2023	DEBIT	Record Searchlight	Monthly Subscription May	9.99
05/11/2023	ACH	PG&E	Gas Utilities	44.32
05/11/2023	DEBIT	Anewscafe	Anewscafe April 30 - May 30, 2023 Online Subscription	1.35
05/11/2023	DEBIT	Costco	Refreshments for 273 Redding Open House on 5/3/23	80.78
05/11/2023	DEBIT	Facebook	Envision 273 Redding Open House Advertising 4/24/23-5/1/23	300.00
05/11/2023	4811	Benefit Resource	Flexible Spending (FSA) and Health Reimbursement (HRA) Accounts Admin April 2023	100.00
05/11/2023	4812	Citiguard	April Security 2023	415.00
05/11/2023	4813	DKS Associates	ShastaSIM Update Professional Services Ending 3/31/23	14,482.50
05/11/2023	4814	Energetics	Zero-Emission Fleet - ICT Plan	35,232.51

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05/11/2023	4815	SERVPRO	SRTA Building Hazardous Waste Cleanup	419.86
05/11/2023	4816	Utility Telephone	Telephone for 5/1/23 - 5/31/23	353.52
05/11/2023	DEBIT	California Transportation Foundation	CTF Transportation Awards Forum Registration	298.12
05/11/2023	DEBIT	Mailchimp	Online Survey Host Subscription April/May	32.50
05/11/2023	ACH	CalPERS-Fiscal Services	Employer and Employee SIP-IRC 457 Payroll Contributions	348.86
05/11/2023	ACH	CalPERS-Fiscal Services	Employer Contributions to Health Premiums and Other Post Employment Benefits (OPEB)	16,422.13
05/12/2023	PYRL0512	Teamwork HR	Drug Test New Staff	40.00
05/12/2023	PYRL0512	Kimi Taguchi	Returned CalPERS Contributions Payroll 05-12-2023	147.05
05/16/2023	DEBIT	Adobe Creative Cloud	Adobe Stock Images May	29.99
05/18/2023	ACH	City of Redding Utilities	Utilities April	884.89
05/18/2023	4817	Apex Technology Management	Monthly IT Support	2,859.72
05/18/2023	4818	Bay Alarm	Monthly Intercom Support	60.00
05/18/2023	4819	California Fuel Cell Partnership	Project H2FCP SRTA Plus Up - Professional Services from January 1, 2023 to March 31, 2023	1,901.21
05/18/2023	4820	Carrel's Office Solutions	Copier usage period 4/1/23 to 4/30/23	444.56
05/18/2023	4821	Eide Bailly	Progress billing related to the audit of financial statements for year ended 6/30/22	2,000.00
05/18/2023	4822	Gaia Hotel & Spa	SRTA CTC TownHall April 11-14 - Remaining amount for reception	252.00
05/18/2023	4823	Kenny & Norine	April 2023 Legal	1,881.81
05/18/2023	4824	MJM Services	May Janitorial	600.00
05/18/2023	4825	Shasta College	Refreshments Envision 273 Open House	100.82
05/18/2023	4826	Spectrum Business	Internet April	134.98
05/22/2023	ACH	CalPERS-Fiscal Services	Employer Contributions to Health Premiums and Other Post Employment Benefits (OPEB)	6,445.65
05/22/2023	ACH	Umpqua Bank	Bank Fees May	30.00
05/25/2023	4828	AT&T Mobility	SRTA iPad 4/9 - 5/8/23	43.23
05/25/2023	4829	City of Redding- Pub Wrx - OWP - Finance	Beach Bus Advertising Summer Guide 2023	694.00
05/25/2023	4830	Record Searchlight	Public Notice - BOD 4-27-23 Meeting	371.40
05/25/2023	DEBIT	Environmental Systems Research Institute	ArcGIS Online Software Annual Licenses for New Staff	550.00
05/25/2023	DEBIT	Walmart	Ergo Keyboard for Staff	58.33
05/25/2023	DEBIT	Zoom	Audio Conferencing and Webinar 5/17/23 - 6/16/23	140.00
05/26/2023	PYRL0526	Teamwork HR	New Hire Set-Up	35.00
05/26/2023	PYRL0526	Teamwork HR	New Hire Background Check	43.00
05/30/2023	DEBIT	Anewscafe	Anewscafe Online Subscription May 30 - June 30, 2023	1.35
05/31/2023	DEBIT	Facebook	Envision 273 Redding Open House Advertising Meta/Facebook 5/2-5/31	150.00
			Total Disbursements April 1, 2023, through May 31, 2023	196,346.12