

STAFF REPORT



MEETING DATE:	February 26, 2026
SUBJECT:	Receive Cash Disbursements Report for November 2025 – January 2026
AGENDA ITEM:	9-4
STAFF CONTACT:	Kelli Irving, Accounting Clerk I

STAFF RECOMMENDATION:

It is recommended that the board of directors receive the cash disbursements report for the period of November 2025 to January 2026.

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;
- SB 125;
- Regional Early Action Plan (REAP 2.0); 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, AICP, Executive Director

Attachment: SRTA Disbursements, November 2025 – January 2026

Shasta Regional Transportation Agency

Disbursements

December 2025 - January 2026

Operating - Columbia (Formerly Umpqua, bank name changed 9-1-2025)				
Date	Num	Vendor	Memo	Payment
11/04/2025	PYRL 11725	Teamwork HR	Administration Fee - 457 Plan November 7, 2025	30.00
11/07/2025	2613	Teamwork HR	Payroll November 7, 2026	38,118.36
11/07/2025	PYRL 11725	Staff member	Mileage Reimbursement July - October 2025	10.50
11/07/2025	PYRL 11725	Staff member	CalCOG California Housing Law & Policy Update	244.15
11/07/2025	PYRL 11725	Staff member	Travel reimbursement for California Active Transportation Program Symposium	205.42
11/06/2025	5489	EcolInteractive	Software Subscription invoice 3 of 12 for the year	2,708.34
11/07/2025	ACH	Nationwide - Plan Sponsor	Employer and Employee Contributions, 457 Plans, Payroll November 7, 2025	3,734.75
11/12/2025	ACH	CalPERS-Fiscal Services	Employer Retirement Contribution, Classica, PEPRA and 457 Plan members October 18-31, 2025	7,511.12
11/13/2025	5490	Benefit Resource	Monthly Administration Fee October 2025	100.00
11/13/2025	5491	Carrel's Office Solutions	Contract copier usage charge for October 2025	247.54
11/13/2025	5492	Citiguard	Security Patrol October 2025	463.50
11/13/2025	ACH	City of Redding - Utilities	Utilities October 2025	1,083.11
11/13/2025	5493	DKS Associates	Consulting Services June 2025	3,250.00
11/13/2025	5494	EcolInteractive	Software Subscription invoice 4 of 12 for the year	2,708.34
11/13/2025	DEBIT	PG&E	Gas Utility October 2025	37.26
11/13/2025	DEBIT	Verizon Wireless	Mobile September 18 - October 17, 2025	157.50
11/20/2025	5495	AT&T Mobility	SRTA iPad September 9 - October 8, 2025	43.23
11/20/2025	5496	Custom Plumbing	Repair two toilets in Suite 101	528.63
11/20/2025	5497	Kenny & Norine	Legal Services October 2025	2,645.47
11/20/2025	5498	MJM Services	Janitorial Services October 2025	700.00
11/20/2025	DEBIT	Spectrum-Phones	Phone System November 2025	246.60
11/20/2025	ACH	CalPERS-Fiscal Services	Employer Retirement Contribution, Classic, PEPRA and 457 Plan members November 1-14, 2025	7,473.90
11/20/2025	ACH	Umpqua Bank	Operating ACH, Bill Pay Bank Fees November 2025	37.45
11/20/2025	DEBIT	Record Searchlight	Unlimited Digital Access November 2025	16.99
11/21/2025	2623	Teamwork HR	Payroll November 21, 2025	36,024.19
11/21/2025	PYRL 112125	Teamwork HR	Administration Fee - 457 Plan November 21, 2025	30.00
11/21/2025	PYRL 112125	Staff member	Mileage Reimbursement February - June 2025	12.88
11/21/2025	ACH	Nationwide - Plan Sponsor	Employer and Employee Contributions, 457 Plans, Payroll November 21, 2025	3,733.66
11/25/2025	DEBIT	Ace Hardware	Batteries for panic buttons, crescent wrench	40.71
11/27/2025	5499	AT&T Mobility 1487	SRTA iPad October 9 - November 8, 2025	43.23
11/27/2025	5500	Bay Alarm	Access Control System December - February 2026	540.00
11/27/2025	5502	Cintas	Annual Mandated Fire Extinguisher Maintenance for SRTA Building	147.18
11/27/2025	5503	Clark Pest Control of Stockton	Pest Control November 2025	138.00
11/28/2025	5504	RABA	Close Consolidated Transportation Services Agency account with CAMP-funds to RABA	268.89
11/28/2025	ACH	Office Depot	Office Supplies	42.67
11/28/2025	DEBIT	Safeway	Refreshments for SRTA/Caltrans Overall Work Program Development & Coordination Meeting	82.76
11/28/2025	DEBIT	Spectrum Business Internet	Internet November - December 2025	134.98
11/28/2025	DEBIT	Zoom	Audio Conferencing and Webinar November - December 2025	148.00
11/28/2025	ACH	Office Depot	Office Supplies	125.65
12/04/2025	5505	Forest Design	Landscape Maintenance November 2025	318.20
12/05/2025	2629	Teamwork HR	Payroll December 5, 2025	40,888.68
12/05/2025	PYRL 120525	Teamwork HR	Administration Fee - 457 Plan December 5, 2025	30.00
12/05/2025	ACH	Nationwide - Plan Sponsor	Employer and Employee Contributions, 457 Plans, Payroll December 5, 2025	3,969.16
12/05/2025	DEBIT	Record Searchlight	Unlimited Digital Access December 2025	16.99
12/08/2025	ACH	CalPERS-Fiscal Services	Employer and Employee Contributions, Classic, PEPRA and 457 Plans November 15-28, 2025	7,770.59
12/08/2025	ACH	CalPERS-Fiscal Services	Employer Contributions, Medical Plan Premiums December	13,453.48
12/11/2025	5507	Benefit Resource	Monthly Administration Fee November 2025	100.00

Shasta Regional Transportation Agency

Disbursements

December 2025 - January 2026

Operating - Columbia (Formerly Umpqua, bank name changed 9-1-2025)				
Date	Num	Vendor	Memo	Payment
12/11/2025	5508	Citiguard	Security Patrol November 2025	463.50
12/11/2025	ACH	City of Redding - Utilities	Utilities November 2025	945.43
12/11/2025	5509	DKS Associates	ShastaSIM Update Professional Services October 1, 2025 - October 30, 2025	250.00
12/11/2025	5510	EcolInteractive	Software Subscription of 1 Year, Invoice 5 of 12	2,708.34
12/11/2025	DEBIT	GFOA	Government Finance Officers Association Membership Dues 2026	200.00
12/11/2025	5511	Harbert Roofing	Clean and Inspect Roof	400.00
12/11/2025	5512	MJM Services	Janitorial Services 2025	700.00
12/11/2025	ACH	PG&E	Gas Utility November 2025	102.50
12/11/2025	DEBIT	Verizon Wireless	Mobile October - November 2025	157.50
12/11/2025	5506	Apex Technology Management	Staff laptops (4), VPN solution/software, equipment and technical support.	9,911.47
12/11/2025	5506	Apex Technology Management	July Monthly Support	2,883.07
12/18/2025	5513	Harshwal & Company LLP	Professional Accounting Services - Preparation and Final Edits of FY 2023/24 Financial Statements	15,000.00
12/18/2025	5514	Kenny & Norine	Legal Services November 2025	550.73
12/18/2025	DEBIT	Spectrum-Phones	Phone System December 2025	246.98
12/18/2025	DEBIT	YEP Youth Engagement Planning	Staff member training - Customizing Youth Engagement	35.00
12/19/2025	PYRL 121925	Teamwork HR	Administration Fee - 457 Plan December 19, 2025	30.00
12/19/2025	PYRL 121925	Staff member	Mileage Reimbursement August - December 2025	84.70
12/19/2025	PYRL 121925	Staff member	American Planning Association Membership Dues - Two staff members	1,691.60
12/19/2025	PYRL 121925	Staff member	American Planning Association & American Institute of Certified Planners Dues Renewal Reimbursement	1,025.80
12/19/2025	PYRL 121925	Staff member	Milage Reimbursement July - December 2025	26.60
12/19/2025	2635	Teamwork HR	Payroll December 19, 2025	38,351.19
12/19/2025	ACH	Nationwide - Plan Sponsor	Employer and Employee Contributions, 457 Plans, Payroll December 19, 2025	3,235.36
12/22/2025	ACH	Columbia Bank	Operating ACH, Bill Pay Fees December 2025	37.45
12/24/2025	ACH	CalPERS-Fiscal Services	Employer and Employee Contributions,Classic,PEPRA and 457 Plans November 29-December 12, 2025	7,736.90
12/26/2025	5515	Apex Technology Management	August Monthly Support	2,883.07
12/26/2025	5516	AT&T Mobility 1487	SRTA iPad November - December 2025	43.73
12/26/2025	5517	Carrel's Office Solutions	Contract copier usage November 2025	150.56
12/26/2025	5518	DKS Associates	ShastaSIM Update Professional Services Ending November 30, 2025	875.00
12/26/2025	5519	Forest Design	Landscape Maintenance December 2025	318.19
12/26/2025	DEBIT	Spectrum Business Internet	Internet December - January 2026	134.98
12/26/2025	DEBIT	Zoom	Audio Conferencing and Webinar December - January 2026	148.00
12/26/2025	5515	Apex Technology Management	September, October and November 2025 Monthly Support	8,790.21
01/02/2026	ACH	Nationwide - Plan Sponsor	Employer and Employee Contributions, 457 Plans, Payroll January 2, 2026	5,406.82
01/02/2026	2640	Teamwork HR	Payroll January 2, 2026	40,369.04
01/02/2026	PYRL 010226	Teamwork HR	Administration Fee - 457 Plan January 2, 2026	30.00
01/05/2026	DEBIT	Record Searchlight	Unlimited Digital Access January 2026	16.99
01/09/2026	5521	CAL ACT	California Association of Coordinated Transportation Membership 2026	880.00
01/09/2026	5520	Benefit Resource	Monthly Administration Fee December 2025	100.00
01/12/2026	ACH	CalPERS-Fiscal Services	Employer Retirement Contribution, Classic, PEPRA and 457 members December 13-26, 2025	7,818.66
01/12/2026	ACH	CalPERS-Fiscal Services	Employer Contributions, Medical Plan Premiums January 2026	14,880.02
01/15/2026	5522	Apex Technology Management	December Monthly Support	2,899.94
01/15/2026	5523	Bay Alarm	Monitoring Service and Camera System January-March 2026	592.59
01/15/2026	5525	Carrel's Office Solutions	Contract copier usage charge for December 2025	269.23
01/15/2026	5526	Citiguard	Security Patrol December 2025	463.50
01/15/2026	5527	EcolInteractive	Software Subscription Invoice 6 of 12 for the year	2,708.34
01/15/2026	5528	Elevator Technology	Quarterly Maintenance & Wireless Phone Line January-March 2026	489.00
01/15/2026	5529	MJM Services	Janitorial Services January 2025	969.09

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December 2025 - January 2026

Operating - Columbia (Formerly Umpqua, bank name changed 9-1-2025)				
Date	Num	Vendor	Memo	Payment
01/15/2026	5530	Transpogroup	Project Management & Meetings and Data/Literature Review November 2025	8,147.50
01/15/2026	ACH	City of Redding - Utilities	Utilities December 2025	1,052.63
01/15/2026	ACH	Office Depot	Office Supplies	175.92
01/15/2026	ACH	PG&E	Gas Utility December 2025	309.23
01/15/2026	DEBIT	CalCOG	California Councils of Government 2026 Spring Leadership Forum Registration for Board Member	676.61
01/15/2026	DEBIT	Verizon Wireless	Mobile November - December 2025	157.50
01/15/2026	5524	Dept of Industrial Relations	Elevator Inspection Fee and Permit	225.00
01/16/2026	DEBIT	CALCOG	Californica Councils of Government 2026 Spring Leadership Forum Registration for staff member	524.50
01/16/2026	5531	Kenny & Norine	Legal December 2025	1,032.62
01/16/2026	DEBIT	Spectrum-Phones	Phone System January 2026	247.98
01/16/2026	DEBIT	Tax1099.com	File Fee for 2025 1099's	34.34
01/16/2026	5532	Transpogroup	Professional Services through December 31, 2025	13,520.00
01/16/2026	DEBIT	CALCOG	California Councils of Government 2026 Spring Leadership Forum Registration for Staff Member	524.50
01/16/2026	DEBIT	Spectrum Business Internet	Internet January - February 2026	134.98
01/16/2026	PYRL 011626	Teamwork HR	Administration Fee - 457 Plan January 16, 2026	30.00
01/16/2026	2647	Teamwork HR	Payroll January 16, 2026	37,045.09
01/16/2026	PYRL 011626	Staff Member	Expense Reimbursement January-December 2025	90.33
01/16/2026	ACH	Nationwide - Plan Sponsor	Employer and Employee Contributions, 457 Plans, Payroll January 16, 2026	5,406.86
01/21/2026	ACH	CalPERS-Fiscal Services	Employer Retirement Contribution, Classic, PEPRA and 457 members December 27, 2025-January 9, 2026	7,553.48
01/21/2026	ACH	Columbia Bank	Operating ACH and Bill Pay Bank Fees January 2025	38.95
01/25/2026	ACH	Five Star Bank	P-Card Purchases December 2025	226.41
01/29/2026	5533	AMPO	Association of Metropolitan Planning Organizations Dues February to June 30, 2026	429.16
01/29/2026	5534	AT&T Mobility 1487	SRTA iPad December - January 2026	43.73
01/29/2026	5535	Clark Pest Control of Stockton	Pest Control January 2026	138.00
01/29/2026	5536	Forest Design	Landscape Maintenance January 2026	318.19
01/29/2026	DEBIT	GFOA	Government Finance Officers' Association 120th Annual Conference in Chicago, IL - Staff Member	600.00
01/29/2026	5537	Harvest Printing	Copies of Ways & Means booklet Winter 2025 (100)	614.11
01/29/2026	DEBIT	Zoom	Audio Conferencing and Webinar January-February 2026	148.00
01/30/2026	PYRL 013026	Staff Member	Expense Reimbursement - Employee Appreciation (management misc expenses)	21.22
01/30/2026	PYRL013026	Teamwork HR	Administration Fee - 457 Plan January 30, 2026	30.00
01/30/2026	2656	Teamwork HR	Payroll January 30, 2026	36,615.58
01/30/2026	ACH	Nationwide - Plan Sponsor	Employer and Employee Contributions, 457 Plans, Payroll January 30, 2026	5,469.84
				\$479,955.40
Local Transportation Fund (LTF) - Cash With County				
Date	Num	Vendor	Memo	Payment
11/30/2025	2627		Total TDA payments to SRTA & RABA Nov 2025	185,757.00
11/30/2025	2627		Total TDA payments to Jurisdictions Nov 2025	715,381.00
12/31/2025	2643		Total TDA payments to Jurisdictions Dec 2025	715,381.00
01/31/2026	2659		Total TDA payments to SRTA & RABA Dec 2025	185,757.00
01/31/2026	2659		Total TDA payments to Jurisdictions Jan 2026	715,381.00
01/31/2026	2659		Second Quarter Admin Fee FY 25/26	262.44
01/31/2026	2659		Second Quarter Investment Fee FY 25/26	22.37
01/31/2026	2659		Total TDA payments to SRTA & RABA January 2026	185,757.00
				2,703,698.81

Shasta Regional Transportation Agency

Disbursements

December 2025 - January 2026

State Transit Assistance (STA) - Cash With County				
Date	Num	Vendor	Memo	Payment
11/30/2025	2628		First Quarter STA funds allocated to SRTA for State of Good Repair funds FY 25/26	81,595.00
01/31/2026	2660		Second Quarter Admin Fees FY 25/26	36.10
01/31/2026	2660		Second Quarter Investment Fees FY 25/26	3.08
				81,634.18
STA Projects - Five Star				
Date	Num	Vendor	Memo	Payment
12/11/2025	ACH	RABA	Enterprise Vanpool October 2025	1,500.00
12/18/2025	ACH	RABA	STA Funds Balance to RABA	887,515.04
01/09/2026	ACH	RABA	Enterprise Vanpool November 2025	1,500.00
				890,515.04
Transit Intercity and Rail Capital Program (TRICP) - Five Star				
Date	Num	Vendor	Memo	Payment
12/26/2025	ACH	RABA	Regional Ridership Retainage and Growth project, RABA Technology Enhancements Project	398,102.02
				398,102.02
State of Good Repair - Columbia				
Date	Num	Vendor	Memo	Payment
11/28/2025	ACH	RABA	First Quarter State of Good Repair Funds pass-through to RABA FY 25/26	81,595.00
				81,595.00
SRTA Accounts with No Disbursements				
Five Star Bank			Columbia Bank (Formerly Umpqua, bank name changed 9-1-2025)	
TDA Loan Fund			Planning Reserve	
Regional Surface Transportation Program			Non-Motorized	
Regional Early Action Plan			Consolidated Transportation Services Agency	
Transit Intercity and Rail Capital Program-Green House Gas Reduction Fund (TIRCP-GGHRF)			North State Super Region	
Zero Emission Transit Capital Program-Public Transportation Account (ZETCP-PTA)			Low Carbon Transportation Operations	
Zero Emission Transit Capital Program-Green House Gas Reduction Fund (ZETCP-GGHRF)			State of Good Repair	