STAFF REPORT

MEETING DATE:	**April 24, 2018**
SUBJECT:	**Approve Disbursements**
AGENDA ITEM:	**5-3**
STAFF CONTACT:	**Dave Wallace, Chief Fiscal Officer**

STAFF RECOMMENDATION:

It is recommended that the board of directors review and approve disbursements for the period of February 1, 2018, to March 31, 2018.

Dan Little

Daniel S. Little, AICP, Executive Director

Attachments: SRTA Disbursements, February 1, 2018, to March 31, 2018

Shasta Regional Transportation Agency
Transactions by Account
February 1, 2018 to March 31, 2018

2:15 PM
04/13/2018
Accrual Basis

Type	Date	Num	Name	Memo	Credit
Bill Pmt -Check	02/01/2018	Debit Card	Linked in	Job Announcement	13.20
Bill Pmt -Check	02/02/2018	3082	Arakadin Inc (AT Conference)	Conference Calls	9.36
Bill Pmt -Check	02/02/2018	3084	Charter Business	Internet	129.98
Bill Pmt -Check	02/02/2018	3085	City of Redding- Public Works	OWP Payment	34,591.63
Bill Pmt -Check	02/02/2018	3086	PG&E	Natural Gas- 202A	97.39
Bill Pmt -Check	02/02/2018	3087	Record Searchlight	Public Notice	188.70
Bill Pmt -Check	02/02/2018	3088	Utility Telephone	Telephone	355.60
Bill Pmt -Check	02/02/2018	3089	Western Business Products	Copier maintenance	301.97
Bill Pmt -Check	02/02/2018	3090	PG&E	Natural Gas- Common	12.68
Bill Pmt -Check	02/02/2018	3091	PG&E	Natural Gas- 202B	17.26
Bill Pmt -Check	02/02/2018	3083	AT&T Elevator	Elevator Phone	58.11
General Journal	02/02/2018	1268	Teamwork HR	P/R Ending 2/2/2018	42,039.50
Bill Pmt -Check	02/06/2018	Debit Card	Jobs Available Inc	Ad for CFO position	537.50
Bill Pmt -Check	02/06/2018	3092	Apex Technology Management	Shasta County RTPA	1,616.14
Bill Pmt -Check	02/06/2018	3093	Benefit Resource	FSA Adminstration	425.00
Bill Pmt -Check	02/06/2018	3094	EAP Inc	EAP Adm Fee	75.00
Bill Pmt -Check	02/06/2018	3095	Mountain Echo	Public Notice	61.00
Bill Pmt -Check	02/06/2018	3096	North State Security	Security	365.00
Bill Pmt -Check	02/06/2018	3097	Office Depot	Office Supplies	257.75
Bill Pmt -Check	02/07/2018	Payroll	Dan Little	Travel-CTC Conference	760.75
Bill Pmt -Check	02/07/2018	Payroll	Keith Williams	Local Mileage	82.08
Bill Pmt -Check	02/08/2018	Payroll	Jennifer Pollom	Travel Reimbursement-LCTOP/ARB Meetings	271.64
Bill Pmt -Check	02/08/2018	Payroll	Kathy Urlie	Travel-FTIP Workshop	372.30
Bill Pmt -Check	02/09/2018	3098	City of Redding Utilities	Utilties	84.57
Bill Pmt -Check	02/09/2018	3099	City of Redding Utilities	Utilties	305.48
Bill Pmt -Check	02/09/2018	3100	City of Redding Utilities	Utilties	323.36
General Journal	02/12/2018	1280	CalPERS	February 2018 CalPERS Medical Premium Invoice	7,489.78
General Journal	02/16/2018	1279	Teamwork HR	P/R Ending 2/16/2018	34,034.23
Bill Pmt -Check	02/21/2018	Debit Card	Best Western	Travel-Bike Mtg	146.30
Bill Pmt -Check	02/22/2018	Payroll	Dan Little	Travel-CFNR	27.99
Bill Pmt -Check	02/22/2018	Payroll	Keith Williams	Travel- CFNR Mtg	172.96
Bill Pmt -Check	02/22/2018	Payroll	Keith Williams	Travel-FTIP/FSTIP Mt	192.45
Bill Pmt -Check	02/22/2018	Payroll	Keith Williams	Travel-CBAC Mtg	210.85
Bill Pmt -Check	02/22/2018	Debit Card	US Post Office	Mail Board Packet	24.70
Bill Pmt -Check	02/23/2018	3101	Alta Planning & Design	Consultant-Sustainable Shasta	7,513.75
Bill Pmt -Check	02/23/2018	3102	AT&T Mobility	Cell Phone	42.00
Bill Pmt -Check	02/23/2018	3103	Civic Plus	Website Annual Fee	4,592.97
Bill Pmt -Check	02/23/2018	3104	DKS Associates	Modeling Consultant	6,090.00
Bill Pmt -Check	02/23/2018	3105	Forest Design	February Landscaping	255.00
Bill Pmt -Check	02/23/2018	3106	FP Mailing Solutions	Meter Rental from 2/11/2018 to 5/10/2018	192.89
Bill Pmt -Check	02/23/2018	3107	Grant Management Associates	TIRCP Consultant	3,465.00
Bill Pmt -Check	02/23/2018	3108	Green Dot	Consultant 12/1 to 12/31/2017	42,718.00
Bill Pmt -Check	02/23/2018	3109	Kenny, Snowden & Norine	Legal fees	45.00
Bill Pmt -Check	02/23/2018	3110	MJM Services	Cleaning	500.00
Bill Pmt -Check	02/23/2018	3111	Record Searchlight	Public Notice	355.20
Bill Pmt -Check	02/23/2018	3112	Shasta Senior Nutrition	Jan 2018 CTSA	32,522.94
Bill Pmt -Check	02/23/2018	3113	Verizon	Cell Phone and I-Pad	258.41
Bill Pmt -Check	02/23/2018	3114	Green Dot	Consultant 1/13 to 1/31/2018	1,448.75
Bill Pmt -Check	02/26/2018	3115	Green Dot	Consultant- Intercity Bus	41,234.81
Bill Pmt -Check	02/26/2018	3116	Office Depot	59088894	570.46
Bill Pmt -Check	02/26/2018	3117	Redding Tree Service	Remove Diseased Trees	2,550.00

Bill Pmt -Check	02/26/2018	Debit Card	Survey Monkey	Surveys	264.00
Bill Pmt -Check	02/28/2018	Debit Card	QuickTapSurvey	Survey	49.00
Bill Pmt -Check	02/28/2018	Debit Card	Facebook	Advertising	100.00
General Journal	02/28/2018	1295	Umpqua Bank	Bank Charge	0.98
General Journal	02/28/2018	1296	Umpqua Bank	Balance Adjustment	0.15
General Journal	03/02/2018	1293	Teamwork HR	P/R Ending 3/2/2018	41,361.14
Bill Pmt -Check	03/06/2018	3118	Alta Planning & Design	Consultant on Sustainable Shasta	10,227.50
Bill Pmt -Check	03/06/2018	3119	Apex Technology Management	Shasta County RTPA	1,712.39
Bill Pmt -Check	03/06/2018	3120	Arakadin Inc (AT Conference)	Conference Calls	37.92
Bill Pmt -Check	03/06/2018	3121	AT&T Elevator	Elevator Telephone	38.07
Bill Pmt -Check	03/06/2018	3122	Benefit Resource	Monthy FSA Fee	100.00
Bill Pmt -Check	03/06/2018	3123	Charter Business	Internet	129.98
Bill Pmt -Check	03/06/2018	3124	DKS Associates	Modeling Consultant	2,610.00
Bill Pmt -Check	03/06/2018	3125	Green Dot	Replace Lost Check	7,032.50
Bill Pmt -Check	03/06/2018	3126	Hylton Security, Inc	Security	130.00
Bill Pmt -Check	03/06/2018	3127	Interwest Consulting Group	Jan GIS On-Call	180.00
Bill Pmt -Check	03/06/2018	3128	Mobility Planners	January Sunday Transit Consultant	1,567.50
Bill Pmt -Check	03/06/2018	3129	North State Security	Security	243.84
Bill Pmt -Check	03/06/2018	3131	PG&E	Natural Gas- 202A	92.51
Bill Pmt -Check	03/06/2018	3133	Rincon Consultants Inc	Consultant-TIRCP Project	7,085.50
Bill Pmt -Check	03/06/2018	3134	Sierra Vista Vegetation	Tree Inspection	75.00
Bill Pmt -Check	03/06/2018	3135	Toole Design Group	Go Shasta Consultant	31,785.25
Bill Pmt -Check	03/06/2018	3136	Utility Telephone	Telephone	334.19
Bill Pmt -Check	03/06/2018	3137	Western Business Products	Copier maintenance	364.69
Bill Pmt -Check	03/06/2018	3132	PG&E	Natural Gas- Common	23.93
Bill Pmt -Check	03/06/2018	3130	PG&E	Natural Gas- 202B	9.82
Bill Pmt -Check	03/06/2018	3138	Total Compensation Systems Inc	Partial payment on OPEB Valuation	2,025.00
Bill Pmt -Check	03/07/2018	Payroll	Dan Wayne	Local Mileage	35.85
Bill Pmt -Check	03/07/2018	Payroll	Keith Williams	Travel- ATRC Meeting	239.12
General Journal	03/07/2018	1288	CalPERS	March Insurance Premium Payment	6,673.14
Bill Pmt -Check	03/07/2018	Debit Card	Island Press	Book Order	30.88
Bill Pmt -Check	03/07/2018	Debit Card	Skill Path	CE Class for Staff	796.00
Bill Pmt -Check	03/07/2018	Debit Card	Shasta County Clerk	CEQA Filing	58.00
Bill Pmt -Check	03/12/2018	Debit Card	City of Redding Utilities	Utilties	81.33
Bill Pmt -Check	03/12/2018	Payroll	Dan Little	Travel- CalCOG	654.50
Bill Pmt -Check	03/12/2018	Payroll	Teamwork HR	Drug Screen	30.00
Bill Pmt -Check	03/12/2018	Debit Card	City of Redding Utilities	Utilties	319.44
Bill Pmt -Check	03/12/2018	Debit Card	City of Redding Utilities	Utilties	335.43
Bill Pmt -Check	03/12/2018	Debit Card	Verizon	Cell Phone and I-Pad	265.47
Bill Pmt -Check	03/16/2018	Payroll	Teamwork HR	Drug Test	30.00
Bill Pmt -Check	03/16/2018	Debit Card	Amazon.com	Speakers	47.22
General Journal	03/16/2018	1297	Dan Little	Travel to Regional Conference	344.98
General Journal	03/16/2018	1299	Teamwork HR	Payroll	33,966.80
Bill Pmt -Check	03/16/2018	3160	Apex Technology Management	Shasta County RTPA	2,399.96
Bill Pmt -Check	03/16/2018	3161	Arakadin Inc (AT Conference)	Conference Calls	64.35
Bill Pmt -Check	03/16/2018	3162	Benefit Resource	Monthy FSA Fee	100.00
Bill Pmt -Check	03/16/2018	3163	City of Redding Utilities	Utilties	87.46
Bill Pmt -Check	03/16/2018	3164	City of Redding Utilities	Utilties	313.64
Bill Pmt -Check	03/16/2018	3165	City of Redding Utilities	Utilties	309.05
Bill Pmt -Check	03/16/2018	3166	Environmental Systems Research Institute	ARCGIS License	2,800.00
Bill Pmt -Check	03/16/2018	3167	Hylton Security, Inc	Courtest Patrol for March	200.00
Bill Pmt -Check	03/16/2018	3168	Mountain Echo	Notice of Availiblity Formal Amendment #8	52.00
Bill Pmt -Check	03/16/2018	3169	North State Security	Security	211.00
Bill Pmt -Check	03/16/2018	3170	Office Depot	Office Supplies	136.38
Bill Pmt -Check	03/16/2018	3171	PG&E	Natural Gas - 202B	12.23

Bill Pmt -Check	03/16/2018	3172	PG&E	Natural Gas - 202A	71.72
Bill Pmt -Check	03/16/2018	3173	PG&E	Natural Gas- Common	46.28
Bill Pmt -Check	03/16/2018	3174	Rincon Consultants Inc	2018 Environmental Studies	2,525.75
Bill Pmt -Check	03/16/2018	3175	Siskiyou Elevator	Trouble Call	187.50
Bill Pmt -Check	03/16/2018	3176	Verizon	Cell Phone and I-Pad	260.43
Bill Pmt -Check	03/16/2018	3177	Western Business Products	Copier Usage	283.74
Bill Pmt -Check	03/16/2018	3178	World Telecom	Name changes on extension for new employees	60.91
Bill Pmt -Check	03/16/2018	3179	Air-O Service	HVAC Maintenance	1,218.00
Bill Pmt -Check	03/19/2018	3139	Alta Planning & Design	Sustainable Shasta Consultant	1,789.50
Bill Pmt -Check	03/19/2018	3140	Clarke Pest Control	Pest Control	105.00
Bill Pmt -Check	03/19/2018	3141	DKS Associates	RTP Consultant	5,980.00
Bill Pmt -Check	03/19/2018	3142	Environmental Systems Research Institute	ARCGIS License	1,968.88
Bill Pmt -Check	03/19/2018	3143	Harbert Roofing	Roof Repair	250.00
Bill Pmt -Check	03/19/2018	3144	Kenny, Snowden & Norine	Legal Fees	1,128.90
Bill Pmt -Check	03/19/2018	3145	MJM Services	Cleaning	480.00
Bill Pmt -Check	03/19/2018	3146	Mobility Planners	Sunday Transit Consultant	11,597.50
Bill Pmt -Check	03/19/2018	3147	Record Searchlight	Public Notice	175.71
Bill Pmt -Check	03/19/2018	3148	Shasta County Health & Human Services	2nd Quarter SRTS	39,733.21
Bill Pmt -Check	03/19/2018	3149	Shasta Senior Nutrition	Februay 2018 CTSA	29,875.55
Bill Pmt -Check	03/19/2018	3150	Total Compensation Systems Inc	Final payment on OPEB Actuarial Valuation	2,025.00
Bill Pmt -Check	03/21/2018	Payroll	Teamwork HR	Background Checks	213.00
Bill Pmt -Check	03/28/2018	3151	AT&T Elevator	Cell Phone Bill	48.45
Bill Pmt -Check	03/28/2018	3152	AT&T Mobility	Cell Phone	42.00
Bill Pmt -Check	03/28/2018	3153	Bay Alarm	Alarm System	211.05
Bill Pmt -Check	03/28/2018	3154	Charter Business	Internet	129.98
Bill Pmt -Check	03/28/2018	3155	EAP Inc	April EAP	75.00
Bill Pmt -Check	03/28/2018	3156	Forest Design	March Landscaping	255.00
Bill Pmt -Check	03/28/2018	3157	Interwest Consulting Group	On Call GIS Support	240.00
Bill Pmt -Check	03/28/2018	3158	Kristen Schreder	Travel- CalCog Confe	713.57
Bill Pmt -Check	03/28/2018	3159	Mary Rickert	Travel Reimbursement	966.37
General Journal	03/29/2018	1302	CalPERS	April Insurance Premium Payment	6,673.14
Bill Pmt -Check	03/29/2018	Debit Card	LyRo Printing	Business Cards	85.80
Bill Pmt -Check	03/30/2018	Debit Card	QuickTapSurvey	1 device license	49.00
Bill Pmt -Check	03/30/2018	Debit Card	Veri Desk	Desk	847.28
General Journal	03/30/2018	1305	Teamwork HR	Payroll	44,383.30
					582,879.00