STAFF REPORT

MEETING DATE:	**February 28, 2017**
SUBJECT:	**Approve Disbursements**
AGENDA ITEM:	**6-3**
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 December 1, 2016, to January 31, 2017.

Daniel S. Little, AICP, Executive Director

Attachments:

SRTA Disbursements, December 1, 2016, to January 31, 2017.

Shasta Regional Transportation Agency
Umpqua Bank
December 1, 2016 to January 31, 2017

1:25 PM
01/31/2017
Accrual Basis

Type	Date	Num	Name	Memo	Credit
Bill Pmt -Check	12/05/2016	2555	Arakadin Inc (AT Conference)	November Conference Calls	5.77
Bill Pmt -Check	12/05/2016	2556	Charter Business	Internet	129.98
Bill Pmt -Check	12/05/2016	2557	City of Redding- Public Works	4th Quarter OWP	5,689.16
Bill Pmt -Check	12/05/2016	2558	EAP Inc	December EAP	75.00
Bill Pmt -Check	12/05/2016	2559	MJM Services	November Cleaning	425.00
Bill Pmt -Check	12/05/2016	2560	North State Security	November Security	211.00
Bill Pmt -Check	12/05/2016	2561	Office Depot	Office Supplies	5,178.75
Bill Pmt -Check	12/05/2016	2562	Stephens Electrical	Repair Outdoor Lights	1,047.00
Bill Pmt -Check	12/05/2016	2563	Western Business Products	Copier Maintenance	169.31
Bill Pmt -Check	12/08/2016	2564	Apex Technology Management	Shasta County RTPA	1,743.47
Bill Pmt -Check	12/08/2016	2565	AT&T Elevator	November Elevator Phone	35.17
Bill Pmt -Check	12/08/2016	2566	CalPERS	PERS Contribution	4.44
Bill Pmt -Check	12/08/2016	2567	City of Redding Utilities	Utilities	99.18
Bill Pmt -Check	12/08/2016	2569	PG&E	Common Natural Gas	39.90
Bill Pmt -Check	12/08/2016	2572	Redding Printing Co	Printing Brainstorm Brochures	893.33
Bill Pmt -Check	12/08/2016	2573	Utility Telephone	December Telephone	325.91
Bill Pmt -Check	12/08/2016	2568	City of Redding Utilities	Utilities	375.19
Bill Pmt -Check	12/08/2016	2571	PG&E	202B Natural Gas	28.81
Bill Pmt -Check	12/08/2016	2574	City of Redding Utilities	Utilities	358.32
Bill Pmt -Check	12/08/2016	2570	PG&E	Natural Gas 202A	82.46
General Journal	12/09/2016	979	Teamwork HR	Payroll Ending Dec 9, 2016	34,556.30
Bill Pmt -Check	12/14/2016	2575	Amy Lindsey	Petty Cash Reimbursement	83.02
Bill Pmt -Check	12/14/2016	2576	Apex Technology Management	Shasta County RTPA	2,574.00
Bill Pmt -Check	12/14/2016	2577	Benefit Resource	FSA Plan Adm	75.00
Bill Pmt -Check	12/14/2016	2579	FP Mailing Solutions	Meter Rent	96.59
Bill Pmt -Check	12/14/2016	2580	Interwest Consulting Group	On Call GIS Support-Consultant	360.00
Bill Pmt -Check	12/14/2016	2581	Office Depot	Office Supplies	144.45
Bill Pmt -Check	12/14/2016	2583	Record Searchlight	Public Notice	95.86
Bill Pmt -Check	12/14/2016	2582	The Pun Group	Final on 15-16 Audit	2,040.00
Bill Pmt -Check	12/14/2016	2585	World Telecom	Misc Wiring	47.50
Bill Pmt -Check	12/16/2016	Debit Card	Facebook	Ad	25.03
Bill Pmt -Check	12/19/2016	2586	Apex Technology Management	Shasta County RTPA	422.20
Bill Pmt -Check	12/19/2016	2587	Divine Handyman	Refund Due from Bank on Lost Check #2552	377.00
Bill Pmt -Check	12/19/2016	2588	Pages	Copies for Unmet Needs	175.97
Bill Pmt -Check	12/19/2016	2589	World Telecom	Copier Repair	47.50
Bill Pmt -Check	12/19/2016	2590	Forest Design	December landscaping	255.00
Bill Pmt -Check	12/19/2016	2591	Office Depot	Office Supplies	1,549.53
Bill Pmt -Check	12/19/2016	Payroll	Dan Little	SHOPP Mtg Travel	165.92
General Journal	12/23/2016	988	Teamwork HR	Payroll Ending Dec 23, 2016	34,122.60
Bill Pmt -Check	12/29/2016	2592	AT&T Mobility	Cell Phone	137.39
Bill Pmt -Check	12/29/2016	2593	Bay Alarm	Security Alam Service	201.00
Bill Pmt -Check	12/29/2016	2594	Benefit Resource	FSA Fees	150.00
Bill Pmt -Check	12/29/2016	2595	Center for Policy and Research	Inter City Study/CTSA Study Consultant	19,208.60
Bill Pmt -Check	12/29/2016	2599	Charter Business	Internet	129.98
Bill Pmt -Check	12/29/2016	2596	FP Mailing Solutions	Meter Rent Jan-March 2017	96.59
Bill Pmt -Check	12/29/2016	2597	Kenny, Snowden & Norine	November legal	135.00
Bill Pmt -Check	12/29/2016	2598	MJM Services	December Cleaning	545.00
Bill Pmt -Check	12/29/2016	2600	Shasta Senior Nutrition	Novenber CTSA Services	41,984.21
Bill Pmt -Check	12/29/2016	2601	Western Business Products	Copier maintenance	283.18
Bill Pmt -Check	12/29/2016	Payroll	Dan Wayne	Freight Cooridor Mtg Travel	202.20

General Journal	12/31/2016	1003	Umpqua Bank	ACH Fee	2.00
General Journal	12/31/2016	1004	Shasta Regional Transportation Agency	Balance Adjustment	0.04
Bill Pmt -Check	01/04/2017	Debit Card	Home Depot	Sign	18.20
Bill Pmt -Check	01/06/2017	2602	AT&T Elevator	December Elevator Phone	35.06
Bill Pmt -Check	01/06/2017	2603	CAL ACT	2017 Dues	535.00
Bill Pmt -Check	01/06/2017	2604	Janie Coffman	Medical Premium January	665.33
Bill Pmt -Check	01/06/2017	2605	North State Security	December Security	211.00
Bill Pmt -Check	01/06/2017	2606	Office Depot	Office Supplies	104.98
Bill Pmt -Check	01/06/2017	2608	PG&E	202A Natural gas	148.11
Bill Pmt -Check	01/06/2017	2610	Utility Telephone	January Telephone	325.87
Bill Pmt -Check	01/06/2017	2611	Western Business Products	Copier maintenance	366.86
Bill Pmt -Check	01/06/2017	2607	PG&E	Common Natural gas	74.04
Bill Pmt -Check	01/06/2017	2609	PG&E	202B Natural Gas	47.54
General Journal	01/06/2017	1000	Teamwork HR	Payroll Ending Jan 6, 2017	42,391.77
Bill Pmt -Check	01/11/2017	Payroll	Dan Little	Local Mileage	86.40
Bill Pmt -Check	01/11/2017	Payroll	Amy Lindsey	Local Mileage	67.50
Bill Pmt -Check	01/11/2017	Payroll	Jennifer Pollom	Local Mileage	53.51
Bill Pmt -Check	01/11/2017	Payroll	Kathy Urlie	Local Mileage	28.62
Bill Pmt -Check	01/11/2017	Debit Card	Office Depot	Office Supplies	73.75
Bill Pmt -Check	01/12/2017	2612	Apex Technology Management	Shasta County RTPA	2,574.19
Bill Pmt -Check	01/12/2017	2613	Benefit Resource	December FSA Fee	80.00
Bill Pmt -Check	01/12/2017	2616	City of Redding Utilities	Utilities	406.37
Bill Pmt -Check	01/12/2017	2617	EAP Inc	January EAP Fee	75.00
Bill Pmt -Check	01/12/2017	2618	Record Searchlight	Public Notice	77.70
Bill Pmt -Check	01/12/2017	2619	Stephens Electrical	Replace Ballast	153.38
Bill Pmt -Check	01/12/2017	2614	City of Redding Utilities	Utilities	125.82
Bill Pmt -Check	01/12/2017	2615	City of Redding Utilities	Utilities	367.11
Transfer	01/12/2017		SRTA	Funds Transfer-from Operating to Non-Motorized Acct	35,536.00
Transfer	01/12/2017		SRTA	Funds Transfer-from Operating to Non-Motorized Acct	68,750.00
Bill Pmt -Check	01/12/2017	Payroll	Dan Little	Travel Advance-CalCOG/RTPA/CTC Meetings	708.22
Bill Pmt -Check	01/20/2017	2621	Apex Technology Management	Shasta County RTPA	1,743.47
Bill Pmt -Check	01/20/2017	2622	AT&T Mobility	Cell Phone	137.36
Bill Pmt -Check	01/20/2017	2623	MJM Services	January Cleaning	505.00
Bill Pmt -Check	01/20/2017	2624	Office Depot	Office Supplies	250.68
Bill Pmt -Check	01/20/2017	2625	Shasta County Health & Human Services	SRTS Quarter 1	24,414.44
Bill Pmt -Check	01/20/2017	2626	Siskiyou Elevator	Elevator Maintenance	250.00
General Journal	01/20/2017	1006	Teamwork HR	Payroll Ending Jan 20, 2017	35,553.87
Bill Pmt -Check	01/25/2017	Payroll	Dan Little	Travel Reimbursement-RTPA/CTC Meeting and Proterra	665.08
Bill Pmt -Check	01/26/2017	2633	Shasta Senior Nutrition	December 2016 CTSA	26,465.71
Bill Pmt -Check	01/26/2017	2637	Charter Business	Internet	129.98
Bill Pmt -Check	01/26/2017	2627	Forest Design	January Landscape	255.00
Bill Pmt -Check	01/26/2017	2628	Interwest Consulting Group	GIS On call Consulting	480.00
Bill Pmt -Check	01/26/2017	2629	Michael Baker International	Triennial Perf Audit Partial	1,475.00
Bill Pmt -Check	01/26/2017	2630	New Venture Advisors LLC	Food-Hub Consultant	6,800.00
Bill Pmt -Check	01/26/2017	2631	Office Depot	Office Supplies	58.50
Bill Pmt -Check	01/26/2017	2632	Shasta Senior Nutrition	Infrastructure Study Consultant	14,976.72
Bill Pmt -Check	01/26/2017	2635	Toole Design Group	GoShasta Consultant	15,121.12
Bill Pmt -Check	01/26/2017	2636	Western Business Products	Copier Maintenance	282.64
					440,857.71