STAFF REPORT

MEETING DATE:	**February 25, 2020**
SUBJECT:	**Approve Disbursements**
AGENDA ITEM:	**8-3**
STAFF CONTACT:	**Monika Long, Chief Fiscal Officer**

STAFF RECOMMENDATION:

It is recommended that the board of directors review and approve disbursements for the period of December 1, 2019, to January 31, 2020.

Daniel S. Little, AICP, Executive Director

Attachments: SRTA Disbursements, December 1, 2019, to January 31, 2020

Shasta Regional Transportation Agency
Cash Disbursements
December 1, 2019, to January 31, 2020

Type	Date	Num	Name	Memo	Amount
Bill Pmt -Check	12/02/2019	EFT	CalPERS-Fiscal Services	SIP - IRC 457 Contributions, SIP - 457 Plan, CalPERS	413.43
Bill Pmt -Check	12/02/2019	EFT	CalPERS-Fiscal Services	CalPERS FEES LATE REPORING	200.00
Bill Pmt -Check	12/02/2019	EFT	CalPERS-Fiscal Services	Employer Contribution, PEPRA, 27482, CalPERS, 10/26/2019 - 11/08/20	2,641.58
Bill Pmt -Check	12/02/2019	EFT	CalPERS-Fiscal Services	Employer Contribution, Classic, 32358, CalPERS, 10/26/2019 - 11/08/201	3,425.68
Bill Pmt -Check	12/05/2019	Debit	Mailchimp	Mailchimp Subscription December	9.99
Bill Pmt -Check	12/05/2019	EFT	Umpqua Bank	Bank Fees Dec	20.00
Bill Pmt -Check	12/05/2019	3887	Arakadin Inc (AT Conference)	Conference Calls November 2019	69.25
Bill Pmt -Check	12/05/2019	3886	AT&T Elevator	Elevator November	74.50
Bill Pmt -Check	12/05/2019	3882	Benefit Resource	Admin Fee November	100.00
Bill Pmt -Check	12/05/2019	3884	Enterprise	Consolidated Invoice Rental Car Kuker and Teidgen	162.45
Bill Pmt -Check	12/05/2019	3889	Hylton Security, Inc	Courtesy Patrol November	200.00
Bill Pmt -Check	12/05/2019	Debit	Verizon	Mobile Phone Dan Little / SRTA Moblie Phone	253.83
Bill Pmt -Check	12/05/2019	Payrll11-29	Monika Long	Long Travel CTA Conference 11-15-19 Monterey	264.12
Bill Pmt -Check	12/05/2019	Payrll11-29	Sean Tiedgen	Tiedgen Travel CTA Conference 11-15-19 Monterey	275.18
Bill Pmt -Check	12/05/2019	3881	Utility Telephone	Office Telephone for December	337.98
Bill Pmt -Check	12/05/2019	Payrll11-29	Jennifer Pollom	Pollom Travel Advance CARL 12-3	365.54
Bill Pmt -Check	12/05/2019	Payrll11-29	Keith Williams	WilliamsTravel11-7-19 California Walk and Bike Tech Advisory	487.14
Bill Pmt -Check	12/05/2019	Payrll11-15	Jennifer Pollom	Pollom Travel Advance 12-3 CARL	501.42
Bill Pmt -Check	12/05/2019	3883	MJM Services	December Janitorial	600.00
Bill Pmt -Check	12/05/2019	Payrll11-15	Sean Tiedgen	Teidgen Travel ADVANCE 11-15-19 Monterey CTA Conference	764.80
Bill Pmt -Check	12/05/2019	3885	Circa Now, LLC	Consultant work Q2	963.70
Bill Pmt -Check	12/05/2019	3888	DKS Associates	SRTA ARB Data Request	1,250.00
Bill Pmt -Check	12/05/2019	Debit	Office Depot	Office Supplies	1,571.45
Bill Pmt -Check	12/05/2019	3890	Apex Technology Management	Shasta County RTPA IT Support December	1,963.61
Bill Pmt -Check	12/09/2019	Debit	US Post Office	Mail Packet to Board Member Rickert	8.30
Bill Pmt -Check	12/09/2019	Debit	Office Depot	Office Supplies	166.83
Bill Pmt -Check	12/10/2019	Debit	US Post Office	Mail Documents to DMV Coordinator	6.85
Bill Pmt -Check	12/10/2019	Debit	PG&E	Natural Gas November Ste101C	7.84
Bill Pmt -Check	12/10/2019	Debit	PG&E	Natural Gas November 101B	7.84
Bill Pmt -Check	12/10/2019	Debit	PG&E	November Natural Gas Ste 101A	7.84
Bill Pmt -Check	12/10/2019	Debit	PG&E	Natural Gas November Ste 201	12.45
Bill Pmt -Check	12/10/2019	Debit	PG&E	Natural Gas November Ste 202A / 202B	24.88
Bill Pmt -Check	12/10/2019	Debit	PG&E	Natural Gas November Common	25.10
Bill Pmt -Check	12/10/2019	Debit	Adobe Creative Cloud	Adobe stock image small January	29.99
Bill Pmt -Check	12/10/2019	Debit	City of Redding Utilities	Utilities City of Redding November	57.51
Bill Pmt -Check	12/10/2019	Debit	City of Redding Utilities	Utilities City of Redding November	80.65
Bill Pmt -Check	12/10/2019	Debit	City of Redding Utilities	Utilities City of Redding November	87.81
Bill Pmt -Check	12/10/2019	Debit	GFOA	GFOA Webinar Annual Government Update	180.00
Bill Pmt -Check	12/10/2019	Debit	City of Redding Utilities	Utilities City of Redding November	308.04
Bill Pmt -Check	12/10/2019	Debit	City of Redding Utilities	Utilities City of Redding November	384.80
Bill Pmt -Check	12/11/2019	3891	APA	Additional APA Supplemental Dues Teidgen	24.00
Bill Pmt -Check	12/11/2019	Debit	City of Redding Utilities	Utilities City of Redding November	48.14
Bill Pmt -Check	12/11/2019	3892	EAP Inc	December EAP	75.00
Bill Pmt -Check	12/11/2019	3897	Mountain Echo	Public Notice	117.00

Type	Date	Num	Name	Memo	Amount
Bill Pmt -Check	12/11/2019	3896	Spectrum Business	Internet Office November	134.98
Bill Pmt -Check	12/11/2019	Debit	Verizon	Mobile Phone Dan Little / SRTA December	180.92
Bill Pmt -Check	12/11/2019	3893	North State Security	Security Patrol November	221.00
Bill Pmt -Check	12/11/2019	3895	DKS Associates	SRTA ARB Data Request November Services	350.00
Bill Pmt -Check	12/11/2019	3894	A Plus Safety LLC	First Aid / CPR Training 2019	520.00
General Journal	12/13/2019	1754	Teamwork HR	Pay period Ending 12/6/19	53,609.42
Bill Pmt -Check	12/23/2019	3900	AT&T Mobility	SRTA iPAD December 2019	43.23
Bill Pmt -Check	12/23/2019	Debit	APA	APA Dues for Julie McFall	99.00
Bill Pmt -Check	12/23/2019	3904	Carrel's Office Solutions	Copier Usage November	160.30
Bill Pmt -Check	12/23/2019	3898	Forest Design	December Landscape	270.53
Bill Pmt -Check	12/23/2019	3899	Record Searchlight	Public Notice	377.98
Bill Pmt -Check	12/23/2019	3902	Kenny & Norine	Legal Fees November 1-25	429.68
Bill Pmt -Check	12/23/2019	Debit	APBP	2020 Webinar Bundle	560.00
Bill Pmt -Check	12/23/2019	3903	American Planning Association	Dues APA for KW	625.00
Bill Pmt -Check	12/23/2019	3901	Circa Now, LLC	ShastaConnect Radio and Digital Ads	8,120.90
General Journal	12/27/2019	1761	Teamwork HR	Pay period Ending 12/20/19	50,434.98
Bill Pmt -Check	01/02/2020	3905	AT&T Elevator	Elevator December 20-Jan 19	74.37
Bill Pmt -Check	01/02/2020	3906	Wallner Plunbing	Worn diaphragm SRTA only toilet	258.44
Bill Pmt -Check	01/09/2020	Debit	City of Redding Utilities	Utilities City of Redding December	82.70
Bill Pmt -Check	01/09/2020	Debit	City of Redding Utilities	Utilities City of Redding December	87.81
Bill Pmt -Check	01/09/2020	EFT	Facebook	Facebook Boost Posts	180.00
Bill Pmt -Check	01/09/2020	Debit	US Post Office	Cottonwood Outreach Postage	262.50
Bill Pmt -Check	01/09/2020	Debit	City of Redding Utilities	Utilities City of Redding December	275.87
Bill Pmt -Check	01/09/2020	Debit	City of Redding Utilities	Utilities City of Redding December	398.08
Bill Pmt -Check	01/09/2020	Debit	Humboldt Transportation Agency	Deposit for Fairgrounds Rental Fees	725.00
General Journal	01/10/2020	1762	Teamwork HR	Pay period Ending 1/3/2020	66,449.64
General Journal	01/17/2020	1764	Jennifer Pollom, Amy Lindsey, Keith	Special Payroll 1/15/20 CalPERS Refund	1,694.54
Bill Pmt -Check	01/20/2020	Debit	Mailchimp	Mailchimp Subscription January	9.99
Bill Pmt -Check	01/20/2020	3917	Circa Now, LLC	Shasta Connect Marketing Strategy	55.90
Bill Pmt -Check	01/20/2020	3920	EAP Inc	January EAP	75.00
Bill Pmt -Check	01/20/2020	3909	Benefit Resource	December 2019 Monthly Administration	102.50
Bill Pmt -Check	01/20/2020	3921	Clarke Pest Control	December Pest Control	105.00
Bill Pmt -Check	01/20/2020	3910	Spectrum Business	Internet Office December	134.98
Bill Pmt -Check	01/20/2020	3912	Hylton Security, Inc	Courtesy Patrol December	200.00
Bill Pmt -Check	01/20/2020	3922	Record Searchlight	Public Notice	210.92
Bill Pmt -Check	01/20/2020	3911	North State Security	Security Patrol December	221.00
Bill Pmt -Check	01/20/2020	3908	Carrel's Office Solutions	Copier Usage December	238.60
Bill Pmt -Check	01/20/2020	Debit	PG&E	Natural Gas December	246.19
Bill Pmt -Check	01/20/2020	3915	Utility Telephone	Telephone for January	348.03
Bill Pmt -Check	01/20/2020	3914	Circa Now, LLC	Shasta Connect Marketing Strategy	357.90
Bill Pmt -Check	01/20/2020	3913	Bay Alarm	Alarm Monitoring January	392.31
Bill Pmt -Check	01/20/2020	Debit	California Transit Association	Transit Support Membership Dues Dan Little 20-21	1,400.00
Bill Pmt -Check	01/20/2020	3916	Apex Technology Management	Shasta County RTPA IT Support November	1,963.61
Bill Pmt -Check	01/20/2020	3918	Alta Planning & Design	Consultant work Q2	27,381.94
Bill Pmt -Check	01/20/2020	3907	Dignity Health (DHCL)	October Operating Expenses	34,822.01
Bill Pmt -Check	01/20/2020	3919	Dignity Health (DHCL)	November Operating Expenses	36,355.92
Bill Pmt -Check	01/21/2020	Debit	Tax 1099 Support	File 2019 1099's	11.60
Bill Pmt -Check	01/21/2020	Payrll1/24	Monika Long	Long Mileage 7-1-19-12-31-19	13.92
Bill Pmt -Check	01/21/2020	Debit	Facebook	Boost post Ad Bus Stops	15.00
Bill Pmt -Check	01/21/2020	Debit	City of Redding Utilities	Utilities City of Redding December	46.79
Bill Pmt -Check	01/21/2020	Debit	City of Redding Utilities	Utilities City of Redding December	52.92
Bill Pmt -Check	01/21/2020	Payrll1/24	Amy Lindsey	Lindsey Mileage 12/31/2019	100.40
Bill Pmt -Check	01/21/2020	Payrll1/24	Jennifer Pollom	Jennifer Pollom Travel 1-9-20 Transitioning to Supervisor Seminar	131.25
Bill Pmt -Check	01/21/2020	Debit	Office Depot	Office Supplies	165.11
Bill Pmt -Check	01/21/2020	Payrll1/24	Julie McFall	McFall Travel Transportation Planning Academy	386.72
Bill Pmt -Check	01/27/2020	3927	AT&T Mobility	SRTA iPAD January 2020	43.23
Bill Pmt -Check	01/27/2020	3928	Forest Design	January Landscape	270.53
Bill Pmt -Check	01/27/2020	3926	Kenny & Norine	December Legal	588.82
Bill Pmt -Check	01/27/2020	3925	CTE	Project Management Battery Electric Bus Q2 2019	1,227.29
Bill Pmt -Check	01/27/2020	3924	Synergy	Consultant works On Call GIS Services Q2	1,395.00
Bill Pmt -Check	01/27/2020	3923	Trillium Solutions Inc	GTFS Manager Subscription Jan. 31-Dec. 31, 2019	2,400.00
Total Payments					$ 316,673.77