

Patrick Jones
County Member
Pamelyn Morgan
City Member
Stan Neutze
City Member
Michael Dacquisto
City Member Alternate

Irwin Fust
Special District Member
Mary Rickert
County Member Alternate
Vacant
Special District Member



Larry Russell
Public Member
Kevin W. Crye
County Member
Fred Ryness
Special District Alternate

Katharine Ann Campbell
Public Member Alternate
George Williamson
Executive Officer
James M. Underwood
General Counsel
Kathy Bull
Manager

Agenda Item: 5.c.

Meeting Date: February 2, 2023

From: George Williamson, Executive Officer & Kathy Bull, LAFCO Manager

Subject: Fiscal Information – November and December 2022; Bank Statements, Reconciliations, Disbursements

Background:

At each Regular Commission Meeting, staff provides verification of operational expenditures via Bank Statements, Reconciliation Reports and Disbursement Report.

Discussion:

The following fiscal information for the months of November and December 2022 is included for the Commission's review and acceptance:

- US Bank Operational and Savings Reconciliation Summaries
- US Bank Operational and Savings Statements
- Shasta LAFCO Disbursement Report

Recommendation:

It is recommended that the Commission review and accept the reports as provided or provide direction to staff as needed.

Attachments: Bank Statements, Reconciliations, Disbursement Report

Shasta Local Agency Formation Commission
Reconciliation Summary
 10030 · US Bank - Savings, Period Ending 11/30/2022

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						11,715.21
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	11/30/2022			X	0.04	0.04
Total Deposits and Credits					0.04	0.04
Total Cleared Transactions					0.04	0.04
Cleared Balance					0.04	11,715.25
Register Balance as of 11/30/2022					0.04	11,715.25
Ending Balance					0.04	11,715.25

H. Bull



P.O. Box 1800
Saint Paul, Minnesota 55101-0800

3843 TRN S Y ST01

Business Statement

Account Number:

Statement Period:

Nov 1, 2022
through
Nov 30, 2022

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000074884 00 SP 106481609500984 S
SHASTA LOCAL AGENCY FORMATION
COMMISSION
999 MISSION DE ORO DR STE 106
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INFORMATION YOU SHOULD KNOW

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Access Code: 86-601D-07C2-4C83

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Primary updates in your revised *Your Deposit Account Agreement* document for all accounts:

- Update to move **Special Provisions for Third-Party Accounts** section to a subsection under the addition of **FDIC Part 370 Record-Keeping** section.
- Addition of **FDIC Part 370 Record-Keeping** section: Added language under FDIC Part 370 that additional information may be needed to accurately calculate FDIC insurance coverage.

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MUNICIPAL INVESTOR

U.S. Bank National Association

Member FDIC

Account Summary

Account Number

	# Items				
Beginning Balance on Nov 1		\$	11,715.21	Annual Percentage Yield Earned	0.00415%
Other Deposits	1		0.04	Interest Earned this Period	\$ 0.04
Ending Balance on Nov 30, 2022		\$	11,715.25	Interest Paid this Year	\$ 0.44
				Number of Days in Statement Period	30

Other Deposits

Date	Description of Transaction	Ref Number	Amount
Nov 30	Interest Paid	3000001412	\$ 0.04
Total Other Deposits			\$ 0.04

Shasta Local Agency Formation Commission
Reconciliation Summary
10020 · US Bank - Operational, Period Ending 11/30/2022

	<u>Nov 30, 22</u>
Beginning Balance	134,758.91
Cleared Transactions	
Checks and Payments - 10 items	-10,016.15
Deposits and Credits - 3 items	2,097.55
Total Cleared Transactions	<u>-7,918.60</u>
Cleared Balance	<u><u>126,840.31</u></u>
Uncleared Transactions	
Checks and Payments - 6 items	-10,693.12
Total Uncleared Transactions	<u>-10,693.12</u>
Register Balance as of 11/30/2022	<u><u>116,147.19</u></u>
New Transactions	
Checks and Payments - 12 items	-18,166.35
Total New Transactions	<u>-18,166.35</u>
Ending Balance	<u><u>97,980.84</u></u>

A. Bull



P.O. Box 1800
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3843 TRN S Y ST01

Nov 1, 2022
through
Nov 30, 2022



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SHASTA LOCAL AGENCY FORMATION
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NEWS FOR YOU

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- Updates to **Insufficient Funds and Overdrafts** section, "Insufficient funds" sub section: Removed Overdraft Returned Fee language for business accounts.
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- Added footnote to Overdraft Protection Fee to include one deposit account and one credit account may be linked to a business checking account as overdraft protection. When a customer has both a credit account and deposit account linked to their business checking, the system will always advance first from the credit product.

The pricing updates are:

All checking and savings account types

- Extended Overdraft Fee - No Fee
- Overdraft Returned Item - No Fee
- Express Delivery of Card - No Fee
- Returned Deposited Items, Returned Check (per item) - \$16.00



SHASTA LOCAL AGENCY FORMATION
 COMMISSION
 999 MISSION DE ORO DR STE 106
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 through
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INFORMATION YOU SHOULD KNOW

(CONTINUED)

- Returned Deposited Items, Redeposited Check (per item) - \$9.00
- Returned Deposited Item Special Instructions Maintenance Per Month
 - First Account - \$12.00
 - Each Additional Account - \$7.00
- ACH Transfers, Outgoing Digital ACH Domestic - \$1.00
- Money Service Business Fee Per Statement Cycle - \$150.00
- Voice Wires, Repetitive & Non-Repetitive - \$37.50
- SinglePoint® Essentials Online Banking
 - ACH Monthly Maintenance per Customer - \$12.00
 - Wire Transfer Monthly Maintenance per Customer - \$12.00

Silver Checking, Gold Checking, Platinum Checking, Non-Profit Checking

- Wire Transfers
 - Wire Advice - mail - \$11.00
 - Wire Advice - fax - \$11.00

Silver Checking

- Paper Statement No Check Images - \$6.00
- Paper Statement Front & Back Check Images - \$9.00
- Cash Deposit Fee - 25 free units per month, then \$0.33 per \$100

Gold Checking

- Paper Statement Front & Back Check Images - \$6.00
- Cash Deposit Fee - 100 free units per month, then \$0.33 per \$100

Platinum Checking

- Cash Deposit Fee - 200 free units per month, then \$0.33 per \$100

Non-Profit Checking (interest-bearing)

- Cash Deposit Fee - 300 free units per calendar year then \$0.33 per \$100

Premium Business Checking

- Cash Deposit Fee - \$0.37 per \$100
- Paper Statement No Check Images - \$6.00
- Paper Statement Front & Back Check Images - \$16.00 plus \$0.035 per item > 100 items
- Wire Advice - mail - \$13.00
- Premium Checking Branch Deposit Processing - per Deposit - \$2.75
- Premium Checking Night Deposit Processing - per Deposit - \$2.75
- Premium Checking Cash Deposit Adjustment - per Adjustment - \$9.00

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SHASTA LOCAL AGENCY FORMATION
 COMMISSION
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Business Statement

Account Number:

Statement Period:
 Nov 1, 2022
 through
 Nov 30, 2022

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SILVER BUSINESS CHECKING

Member FDIC

U.S. Bank National Association

Account Number

Account Summary

	# Items		
Beginning Balance on Nov 1		\$	134,758.91
Customer Deposits	2		2,097.55
Other Withdrawals	4		2,514.64-
Checks Paid	6		7,501.51-
Ending Balance on Nov 30, 2022		\$	126,840.31

Customer Deposits

Number	Date	Ref Number	Amount	Number	Date	Ref Number	Amount
	Nov 22	8315765472	297.55		Nov 22	8315765478	1,800.00
Total Customer Deposits							\$ 2,097.55

Other Withdrawals

Date	Description of Transaction	Ref Number	Amount
Nov 4	Electronic Settlement REF=223080083024270Y00	From SHASTA LOCAL AGE SETTLEMENTSINGLE PT	\$ 1,244.42-
Nov 7	Electronic Withdrawal REF=223080112026190N00	To 833-830-9255 0000756346PayrollEE 6281132	5.00-
Nov 15	Analysis Service Charge	1500000000	20.80-
Nov 18	Electronic Settlement REF=223220108878410Y00	From SHASTA LOCAL AGE SETTLEMENTSINGLE PT	1,244.42-
Total Other Withdrawals			\$ 2,514.64-

Checks Presented Conventionally

Check	Date	Ref Number	Amount	Check	Date	Ref Number	Amount
3400	Nov 2	8614591616	600.00	3405	Nov 30	8612037147	5,735.00
3402*	Nov 30	8610741315	132.97	3406	Nov 29	8314501309	186.20
3404*	Nov 28	8015564119	55.34	3407	Nov 29	8315731469	792.00

* Gap in check sequence

Conventional Checks Paid (6) \$ 7,501.51-

Balance Summary

Date	Ending Balance	Date	Ending Balance	Date	Ending Balance
Nov 2	134,158.91	Nov 15	132,888.69	Nov 28	133,686.48
Nov 4	132,914.49	Nov 18	131,644.27	Nov 29	132,708.28
Nov 7	132,909.49	Nov 22	133,741.82	Nov 30	126,840.31

Balances only appear for days reflecting change.

Shasta Local Agency Formation Commission

Payroll Summary

November 2022

Kathy E. Bull TOTAL

	<u>Hours</u>	<u>Nov 22</u>	<u>Hours</u>	<u>Nov 22</u>
Employee Wages, Taxes and Adjustments				
Gross Pay				
Hourly	126.00	3,024.00	126.00	3,024.00
Total Gross Pay	<u>126.00</u>	<u>3,024.00</u>	<u>126.00</u>	<u>3,024.00</u>
Adjusted Gross Pay	126.00	3,024.00	126.00	3,024.00
Taxes Withheld				
Federal Withholding		-216.00		-216.00
Medicare Employee		-43.85		-43.85
Social Security Employee		-187.51		-187.51
CA - Withholding		-54.54		-54.54
CA - Disability		-33.26		-33.26
Medicare Employee Addl Tax		<u>0.00</u>		<u>0.00</u>
Total Taxes Withheld		-535.16		-535.16
Net Pay	<u>126.00</u>	<u>2,488.84</u>	<u>126.00</u>	<u>2,488.84</u>
Employer Taxes and Contributions				
Federal Unemployment		0.00		0.00
Medicare Company		43.85		43.85
Social Security Company		187.49		187.49
CA - Unemployment		0.00		0.00
CA - Employment Training Tax		<u>0.00</u>		<u>0.00</u>
Total Employer Taxes and Contributions		<u>231.34</u>		<u>231.34</u>

Shasta LAFCO - Statement of Disbursements - November 2022

Type	Invoice #	Date	Name	Account #	Account Type	Paid Amount
Bill	11012022	11/1/2022	Debra L. Randall	52345	Rents & leases	\$600.00
Check	ACH	11/7/2022	Intuit	52100	Office Supplies	\$5.00
Bill	2286495110922	11/9/2022	Charter Communications	52020	Communications	\$132.97
Bill	AR121123	10/24/2022	Coastal Business	52120	Printing	\$461.01
BILL	275617395001	11/16/2022	ODP Business	52100	Office Supplies	\$55.34
Bill	RES 2022-08	11/7/2022	Shasta County Clerk Recorder	52410	Fees	\$162.00
Bill	5480634	11/16/2022	Record Searchlight	52320	Publication/ Notices	\$186.20
Bill	22-235-10	10/30/2022	Planwest Partners, Inc.	52402	Contract Services	\$5,735.00
Bill	9183	10/10/2022	Underwood Law Offices	52287	Legal Services	\$792.00
Total						\$8,129.52

Shasta Local Agency Formation Commission
Reconciliation Summary
10030 · US Bank - Savings, Period Ending 12/31/2022

	<u>Dec 31, 22</u>
Beginning Balance	11,715.25
Cleared Transactions	
Deposits and Credits - 1 item	<u>0.99</u>
Total Cleared Transactions	<u>0.99</u>
Cleared Balance	<u>11,716.24</u>
Register Balance as of 12/31/2022	11,716.24
Ending Balance	11,716.24

H. Bull

**Business Statement**P.O. Box 1800
Saint Paul, Minnesota 55101-0800Account Number:
Statement Period:
Dec 1, 2022
through
Dec 31, 2022

3843 TRN S Y ST01



Page 1 of 1



000240022 00 SP 106481634235168 S
SHASTA LOCAL AGENCY FORMATION
COMMISSION
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MUNICIPAL INVESTOR**Member FDIC**

U.S. Bank National Association

Account Number**Account Summary**

	# Items				
Beginning Balance on Dec 1		\$	11,715.25	Annual Percentage Yield Earned	0.09954%
Other Deposits	1		0.99	Interest Earned this Period	\$ 0.99
Ending Balance on Dec 31, 2022		\$	11,716.24	Interest Paid this Year	\$ 1.43
				Number of Days in Statement Period	31

Other Deposits

Date	Description of Transaction	Ref Number	Amount
Dec 30	Interest Paid	3000001766	\$ 0.99
Total Other Deposits			\$ 0.99

Shasta Local Agency Formation Commission
Reconciliation Summary
10020 · US Bank - Operational, Period Ending 12/31/2022

	<u>Dec 31, 22</u>
Beginning Balance	126,840.31
Cleared Transactions	
Checks and Payments - 11 items	-5,322.88
Total Cleared Transactions	<u>-5,322.88</u>
Cleared Balance	<u>121,517.43</u>
Uncleared Transactions	
Checks and Payments - 7 items	-21,876.89
Total Uncleared Transactions	<u>-21,876.89</u>
Register Balance as of 12/31/2022	<u>99,640.54</u>
New Transactions	
Checks and Payments - 2 items	-1,718.90
Total New Transactions	<u>-1,718.90</u>
Ending Balance	<u>97,921.64</u>

A. Bull



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3843 TRN S Y ST01

Business Statement

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Dec 1, 2022
through
Dec 30, 2022

Page 1 of 3



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The pricing updates are:

All checking and savings account types

- Extended Overdraft Fee - No Fee
- Overdraft Returned Item - No Fee
- Express Delivery of Card - No Fee
- Returned Deposited Items, Returned Check (per item) - \$16.00
- Returned Deposited Items, Redeposited Check (per item) - \$9.00
- Returned Deposited Item Special Instructions Maintenance Per Month
 - First Account - \$12.00
 - Each Additional Account - \$7.00
- ACH Transfers, Outgoing Digital ACH Domestic - \$1.00
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Business Statement

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Statement Period:
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 through
 Dec 30, 2022

Page 2 of 3



INFORMATION YOU SHOULD KNOW

(CONTINUED)

- Wire Transfer Monthly Maintenance per Customer - \$12.00

Silver Checking, Gold Checking, Platinum Checking, Non-Profit Checking

- Wire Transfers
 - Wire Advice - mail - \$11.00
 - Wire Advice - fax - \$11.00

Silver Checking

- Paper Statement No Check Images - \$6.00
- Paper Statement Front & Back Check Images - \$9.00
- Cash Deposit Fee - 25 free units per month, then \$0.33 per \$100

Gold Checking

- Paper Statement Front & Back Check Images - \$6.00
- Cash Deposit Fee - 100 free units per month, then \$0.33 per \$100

Platinum Checking

- Cash Deposit Fee - 200 free units per month, then \$0.33 per \$100

Non-Profit Checking (interest-bearing)

- Cash Deposit Fee - 300 free units per calendar year then \$0.33 per \$100

Premium Business Checking

- Cash Deposit Fee - \$0.37 per \$100
- Paper Statement No Check Images - \$6.00
- Paper Statement Front & Back Check Images - \$16.00 plus \$0.035 per item > 100 items
- Wire Advice - mail - \$13.00
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SILVER BUSINESS CHECKING

U.S. Bank National Association

Member FDIC

Account Summary

Account Number

	# Items		
Beginning Balance on Dec 1		\$	126,840.31
Other Withdrawals	4		2,613.59-
Checks Paid	7		2,709.29-
Ending Balance on Dec 31, 2022		\$	121,517.43



SHASTA LOCAL AGENCY FORMATION
 COMMISSION
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 through
 Dec 30, 2022

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SILVER BUSINESS CHECKING

(CONTINUED)

U.S. Bank National Association

Account Number

Other Withdrawals

Date	Description of Transaction	Ref Number	Amount
Dec 5	Electronic Withdrawal REF=223390081071570N00	To 833-830-9255 0000756346PayrollIEE 3616372	\$ 5.00-
Dec 5	Electronic Settlement REF=223390069595340Y00	From SHASTA LOCAL AGE SETTLEMENTSINGLE PT	1,292.14-
Dec 14	Analysis Service Charge	1400000000	54.20-
Dec 20	Electronic Settlement REF=223540099568540Y00	From SHASTA LOCAL AGE SETTLEMENTSINGLE PT	1,262.25-
Total Other Withdrawals			\$ 2,613.59-

Checks Presented Conventionally

Check	Date	Ref Number	Amount	Check	Date	Ref Number	Amount
3378	Dec 29	8913936312	2.34	3409	Dec 2	9213066448	62.94
3401*	Dec 6	8316076195	162.00	3410	Dec 19	8016613897	81.00
3403*	Dec 1	8911827184	461.01	3412*	Dec 28	8615974683	1,340.00
3408*	Dec 1	8914400586	600.00				

* Gap in check sequence

Conventional Checks Paid (7) \$ 2,709.29-

Balance Summary

Date	Ending Balance	Date	Ending Balance	Date	Ending Balance
Dec 1	125,779.30	Dec 6	124,257.22	Dec 20	122,859.77
Dec 2	125,716.36	Dec 14	124,203.02	Dec 28	121,519.77
Dec 5	124,419.22	Dec 19	124,122.02	Dec 29	121,517.43

Balances only appear for days reflecting change.

Shasta Local Agency Formation Commission

Payroll Summary

December 2022

	Kathy E. Bull		TOTAL	
	Hours	Dec 22	Hours	Dec 22
Employee Wages, Taxes and Adjustments				
Gross Pay				
Hourly	129.00	3,096.00	129.00	3,096.00
Total Gross Pay	129.00	3,096.00	129.00	3,096.00
Adjusted Gross Pay	129.00	3,096.00	129.00	3,096.00
Taxes Withheld				
Federal Withholding		-225.00		-225.00
Medicare Employee		-45.19		-45.19
Social Security Employee		-179.65		-179.65
CA - Withholding		-57.71		-57.71
CA - Disability		-34.06		-34.06
Medicare Employee Addl Tax		0.00		0.00
Total Taxes Withheld		-541.61		-541.61
Net Pay	129.00	2,554.39	129.00	2,554.39
Employer Taxes and Contributions				
Federal Unemployment		0.00		0.00
Medicare Company		44.90		44.90
Social Security Company		191.96		191.96
CA - Unemployment		0.00		0.00
CA - Employment Training Tax		0.00		0.00
Total Employer Taxes and Contributions		236.86		236.86

Shasta LAFCO - Statement of Disbursements - December 2022

Type	Invoice #	Date	Name	Account #	Account Type	Paid Amount
Bill	12012022	12/1/2022	Debra L. Randall	52345	Rents & leases	\$600.00
Bill	12012022KB	12/2/2022	Kathy Bull	52070	Mileage Reimburse	\$62.94
Check	ACH	12/7/2022	Intuit	52100	Office Supplies	\$5.00
Bill	RES 2022-14	12/13/2022	Shasta County Clerk Recorder	52410	Fees	\$81.00
Bill	9255	12/10/2022	Underwood Law Offices	52287	Legal Services	\$990.00
Bill	9222	11/20/2022	Underwood Law Offices	52287	Legal Services	\$350.00
Bill	286495120922	12/9/2022	Charter Communications	52020	Communications	\$132.97
BILL	280442572001	12/8/2022	ODP Business	52110	Postage	\$130.00
Bill	5480634	12/13/2022	Record Searchlight	52320	Publication/ Notices	\$136.00
Bill	2-235-11 REVISED	11/30/2022	Planwest Partners, Inc.	52402	Contract Services	\$11,410.15
Total						\$13,898.06