

Les Baugh
County Member

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City Member

Stan Neutze
City Member

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City Member Alternate

Irwin Fust
Special District Member

Mary Rickert
County Member Alternate

Brenda Haynes
Special District Member



Dick Fyten
Public Member

David Kehoe
County Member

Stephen Morgan
Special District Alternate

Bob Richardson
Public Member Alternate

George Williamson
Executive Officer

James M. Underwood
General Counsel

Kathy Bull
Office Manager

Agenda Item: 5.b.

Meeting Date: February 2, 2017

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

Subject: Fiscal Information – November and December bank statements, reconciliations, disbursements

Background:

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

Discussion:

The following fiscal information for the months November 2016 and December 2016 is included for the Commission's review and acceptance:

- LAIF Reconciliation Summary
- LAIF Statements*
- US Bank Reconciliation Summary
- US Bank Statements
- Shasta LAFCO Disbursement Reports

*Please note: The LAIF account was closed December 30, 2016. According to the State Controllers Office, Shasta LAFCO should expect a check to be released January 30, 2017 in the LAIF closing amount of \$15,331.78 with \$26.12 to be included as interest.

Recommendation:

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

11:12 AM
12/12/16

Shasta Local Agency Formation Commission
Reconciliation Summary
10010 - LAIF - Savings, Period Ending 11/30/2016

	<u>Nov 30, 16</u>
Beginning Balance	15,331.78
Cleared Balance	15,331.78
Register Balance as of 11/30/2016	15,331.78
Ending Balance	15,331.78

A. Bull

11:12 AM
12/12/16

Shasta Local Agency Formation Commission
Reconciliation Detail
10010 - LAIF - Savings, Period Ending 11/30/2016

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						15,331.78
Cleared Balance						15,331.78
Register Balance as of 11/30/2016						15,331.78
Ending Balance						<u>15,331.78</u>

A. Bull

Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

www.treasurer.ca.gov/pmia-laif/laif.asp
December 12,
2016

SHASTA LOCAL AGENCY FORMATION COMMISSION

EXECUTIVE OFFICER
2516 GOODWATER AVENUE, SUITE A
REDDING, CA 96002

PMIA Average Monthly Yields

Account Number:
45-45-001

Tran Type Definitions

November 2016 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	15,331.78
Total Withdrawal:	0.00	Ending Balance:	15,331.78

9:12 AM
12/12/16

Shasta Local Agency Formation Commission
Reconciliation Summary
10020 - US Bank - Operational, Period Ending 11/30/2016

	<u>Nov 30, 16</u>
Beginning Balance	140,127.28
Cleared Transactions	
Checks and Payments - 20 items	-16,499.14
Deposits and Credits - 3 items	3,838.00
Total Cleared Transactions	<u>-12,661.14</u>
Cleared Balance	<u>127,466.14</u>
Uncleared Transactions	
Checks and Payments - 4 items	-621.87
Total Uncleared Transactions	<u>-621.87</u>
Register Balance as of 11/30/2016	<u>126,844.27</u>
New Transactions	
Checks and Payments - 1 item	-63.76
Total New Transactions	<u>-63.76</u>
Ending Balance	<u>126,780.51</u>

A. Bull

**Shasta Local Agency Formation Commission
Disbursement Report
December 1, 2016**

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	2585	12/01/2016	Kathy Bull		10020 · US Bank - ...	-63.76	-63.76
Bill	1130...	12/01/2016			52080 · Office Expe...	-63.76	63.76
TOTAL						-63.76	63.76

Mingy

**Shasta Local Agency Formation Commission
Disbursement Report
December 15, 2016**

Date	Num	Name	Memo	Amount
Dec 15, 16				
12/15/2016	2586	AT&T	monthly phone/internet service	-93.15
12/15/2016	2587	AT&T U Verse	Phone service 2014	-91.00
12/15/2016	2588	CBS Leasing, Inc.	November/December lease	-771.62
12/15/2016	2589	CSDA	CSDA annual membership	-1,231.00
12/15/2016	2590	Express Employment Professionals		-1,757.70
12/15/2016	2591	Health Vac	Carpet cleaning	-125.00
12/15/2016	2592	merry maids	December office cleaning	-95.00
12/15/2016	2593	Mount Shasta Spring Water Company, Inc.	December water service	-8.05
12/15/2016	2594	Office Depot		-145.85
12/15/2016	2595	Pitney Bowes	Postage	-87.29
12/15/2016	2596	Planwest Partners, Inc.	November Executive Officer services	-6,711.44
12/15/2016	2597	City of Redding Utilities		-188.93
Dec 15, 16				-11,306.03

J. Bank

**Shasta Local Agency Formation Commission
Disbursement Report
December 21 - 30, 2016**

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check		12/30/2016	LAIF - Withdrawal		10010 · LAIF - Savi...		-15,331.78
			LAIF - Withdrawal		20000 · Accounts P...	-15,331.78	15,331.78
TOTAL						-15,331.78	15,331.78
Bill Pmt-Check	2598	12/21/2016	Record Searchlight		10020 · US Bank - ...		-29.86
Bill	1221...	12/21/2016			52320 · Publication/...	-29.86	29.86
TOTAL						-29.86	29.86
Bill Pmt-Check	2599	12/30/2016	Shasta Regional T...		10020 · US Bank - ...		-940.00
Bill	1227...	12/27/2016			52345 · Rents & Le...	-940.00	940.00
TOTAL						-940.00	940.00

mgj

**Shasta Local Agency Formation Commission
Disbursement Report
December 30, 2016**

Date	Num	Name	Memo	Amount
Dec 30, 16				
12/30/2016	2599	Shasta Regional Transportation Agency	January rent	-940.00
12/30/2016		LAIF - Withdrawal	LAIF to provide check to deposit to US Bank	-15,331.78
Dec 30, 16				-16,271.78

A. Luf

10:19 AM
01/10/17

**Shasta Local Agency Formation Commission
Reconciliation Summary
10010 · LAIF - Savings, Period Ending 12/31/2016**

	Dec 31, 16
Beginning Balance	15,331.78
Cleared Transactions	
Checks and Payments - 3 items	-31,957.78
Deposits and Credits - 2 items	16,626.00
Total Cleared Transactions	-15,331.78
Cleared Balance	0.00
Register Balance as of 12/31/2016	0.00
Ending Balance	0.00

A. Bell

10:19 AM
01/10/17

**Shasta Local Agency Formation Commission
Reconciliation Detail
10010 · LAIF - Savings, Period Ending 12/31/2016**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						15,331.78
Cleared Transactions						
Checks and Payments - 3 items						
Check	12/30/2016		LAIF - Withdrawal	X	-15,331.78	-15,331.78
Transfer	12/30/2016			X	-13,516.00	-28,847.78
Transfer	12/30/2016			X	-3,110.00	-31,957.78
Total Checks and Payments					-31,957.78	-31,957.78
Deposits and Credits - 2 items						
Transfer	12/30/2016			X	3,110.00	3,110.00
Transfer	12/30/2016			X	13,516.00	16,626.00
Total Deposits and Credits					16,626.00	16,626.00
Total Cleared Transactions					-15,331.78	-15,331.78
Cleared Balance					-15,331.78	0.00
Register Balance as of 12/31/2016					-15,331.78	0.00
Ending Balance					-15,331.78	0.00

A. Bell

Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

www.treasurer.ca.gov/pmia-laif/laif.asp
January 10, 2017

SHASTA LOCAL AGENCY FORMATION COMMISSION

EXECUTIVE OFFICER
2516 GOODWATER AVENUE, SUITE A
REDDING, CA 96002

PMIA Average Monthly Yields

Account Number:
45-45-001

Tran Type Definitions

December 2016 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Authorized Caller	Amount
12/30/2016	12/29/2016	RWX	1523552	JAMES YARBROUGH	-15,331.78

Account Summary

Total Deposit:	0.00	Beginning Balance:	15,331.78
Total Withdrawal:	-15,331.78	Ending Balance:	0.00

9:28 AM
01/10/17

**Shasta Local Agency Formation Commission
Reconciliation Summary
10020 · US Bank - Operational, Period Ending 12/31/2016**

	Dec 31, 16
Beginning Balance	127,466.14
Cleared Transactions	
Checks and Payments - 16 items	-12,534.37
Total Cleared Transactions	-12,534.37
Cleared Balance	114,931.77
Uncleared Transactions	
Checks and Payments - 4 items	-437.15
Total Uncleared Transactions	-437.15
Register Balance as of 12/31/2016	114,494.62
Ending Balance	114,494.62

A. Sullivan



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

3843 TRN

Y ST01

Business Statement

Account Number:

Statement Period:

Nov 1, 2016
through
Nov 30, 2016

Page 1 of 2



000021293 01 SP 0.465 106481785442349 P
SHASTA LOCAL AGENCY FORMATION
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SILVER BUSINESS CHECKING

Member FDIC

U.S. Bank National Association

Account Number

Account Summary

	# Items		
Beginning Balance on Nov 1		\$	140,127.28
Customer Deposits	2		3,838.00
Other Withdrawals	1		10.00-
Checks Paid	19		16,489.14-
Ending Balance on Nov 30, 2016		\$	127,466.14

Customer Deposits

Number	Date	Ref Number	Amount	Number	Date	Ref Number	Amount
	Nov 1	8359207318	3,345.00		Nov 9	8656489123	493.00
Total Customer Deposits							\$ 3,838.00

Other Withdrawals

Date	Description of Transaction	Ref Number	Amount
Nov 15	Analysis Service Charge	1500000000	\$ 10.00-
Total Other Withdrawals			\$ 10.00-

Checks Presented Conventionally

Check	Date	Ref Number	Amount	Check	Date	Ref Number	Amount
2560	Nov 2	8653819571	52.45	2572	Nov 23	8657133938	60.70
2561	Nov 1	8354970511	190.00	2574*	Nov 29	8356343328	158.72
2562	Nov 1	8358635458	23.04	2575	Nov 28	8056738216	155.18
2565*	Nov 7	8059121827	319.00	2576	Nov 28	8053475446	3,250.35
2566	Nov 9	8656120952	560.00	2578*	Nov 28	8052939096	139.36
2567	Nov 7	8055034740	2,022.76	2580*	Nov 28	8053492170	6,742.88
2568	Nov 2	8653525817	37.59	2581	Nov 23	8655882661	940.00
2569	Nov 8	8359804334	998.00	2583*	Nov 30	8655685182	685.32
2570	Nov 7	8151007463	33.20	2584	Nov 23	8655882660	62.39
2571	Nov 7	8054432410	58.20				



SHASTA LOCAL AGENCY FORMATION
 COMMISSION
 1255 EAST ST STE 201
 REDDING CA 96001-0800

Business Statement

Account Number:

Statement Period:
 Nov 1, 2016
 through
 Nov 30, 2016



Page 2 of 2

SILVER BUSINESS CHECKING

(CONTINUED)

U.S. Bank National Association

Account Number

Checks Presented Conventionally (continued)

* Gap in check sequence
 Conventional Checks Paid (19) \$ 16,489.14-

Balance Summary

Date	Ending Balance	Date	Ending Balance	Date	Ending Balance
Nov 1	143,259.24	Nov 9	139,671.04	Nov 28	128,310.18
Nov 2	143,169.20	Nov 15	139,661.04	Nov 29	128,151.46
Nov 7	140,736.04	Nov 23	138,597.95	Nov 30	127,466.14
Nov 8	139,738.04				

Balances only appear for days reflecting change.

ANALYSIS SERVICE CHARGE DETAIL

Account Analysis Activity for: October 2016

Account Number:	\$	10.00
Analysis Service Charge assessed to	\$	10.00

Service Activity Detail for Account Number

Service	Volume	Avg Unit Price	Total Charge
Depository Services			
Combined Transactions/Items	5		No Charge
Subtotal: Depository Services			0.00
SinglePoint			
SPE CDay Sum Mo Maint	1		No Charge
SPE Pday Det & Sum Mo Maint	1	10.00000	10.00
SPE Previous Day per Item Det	5		No Charge
SPE Book Transfer Mo Maint	1		No Charge
SPE Stop Payment Mo Maint	1		No Charge
Subtotal: SinglePoint			10.00
Image Services			
SPE Image Retrieved	5		No Charge
Subtotal: Image Services			0.00
Fee Based Service Charges for Account Number 1-534-9510-2045		\$	10.00



SHASTA LOCAL AGENCY FORMATION
 COMMISSION
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 REDDING CA 96001-0800

Business Statement

Account Number:

Statement Period:
 Dec 1, 2016
 through
 Dec 30, 2016



SILVER BUSINESS CHECKING

(CONTINUED)

U.S. Bank National Association

Account Number

Checks Presented Conventionally

Check	Date	Ref Number	Amount	Check	Date	Ref Number	Amount
2573	Dec 29	8955078727	225.00	2590	Dec 23	9253134272	1,757.70
2579*	Dec 5	8051367442	97.83	2592*	Dec 28	8657874309	95.00
2582*	Dec 5	8051367443	104.04	2593	Dec 23	9255881162	8.05
2585*	Dec 2	9257363452	63.76	2594	Dec 23	9253393982	145.85
2586	Dec 27	8354008884	93.15	2596*	Dec 28	8657242577	6,711.44
2587	Dec 27	8357225427	91.00	2597	Dec 22	8953792778	188.93
2588	Dec 27	8353198201	771.62	2599*	Dec 30	9256084701	940.00
2589	Dec 22	8954907749	1,231.00				

* Gap in check sequence

Conventional Checks Paid (15) \$ 12,524.37-

Balance Summary

Date	Ending Balance	Date	Ending Balance	Date	Ending Balance
Dec 2	127,402.38	Dec 22	125,770.58	Dec 28	116,096.77
Dec 5	127,200.51	Dec 23	123,858.98	Dec 29	115,871.77
Dec 14	127,190.51	Dec 27	122,903.21	Dec 30	114,931.77

Balances only appear for days reflecting change.

ANALYSIS SERVICE CHARGE DETAIL

Account Analysis Activity for: November 2016

Account Number:	\$	10.00
Analysis Service Charge assessed to	\$	10.00

Service Activity Detail for Account Number

Service	Volume	Avg Unit Price	Total Charge
Depository Services			
Combined Transactions/Items	25		No Charge
Subtotal: Depository Services			0.00
SinglePoint			
SPE Pday Det & Sum Mo Maint	1	10.00000	10.00
SPE Previous Day per Item Det	22		No Charge
Subtotal: SinglePoint			10.00
Image Services			
SPE Image Retrieved	9		No Charge
Subtotal: Image Services			0.00
Fee Based Service Charges for Account Number 1-534-9510-2045			\$ 10.00



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

3843 TRN

Y ST01

Business Statement

Account Number:

Statement Period:

Dec 1, 2016

through

Dec 30, 2016

Page 1 of 2



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SHASTA LOCAL AGENCY FORMATION
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SILVER BUSINESS CHECKING

U.S. Bank National Association

Member FDIC

Account Summary

Account Number

	# Items		
Beginning Balance on Dec 1		\$	127,466.14
Other Withdrawals	1		10.00 -
Checks Paid	15		12,524.37 -
Ending Balance on Dec 31, 2016		\$	114,931.77

Other Withdrawals

Date	Description of Transaction	Ref Number	Amount
Dec 14	Analysis Service Charge	1400000000	\$ 10.00-
Total Other Withdrawals			\$ 10.00-