

Les Baugh
County Member

Larry Farr
City Member

Stan Neutze
City Member

Francie Sullivan
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: April 6, 2017

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

Subject: Fiscal Information – January and February 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 of January 2017 and February 2017 is included for the Commission's review and acceptance:

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

Recommendation:

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

Attachments



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

3843 TRN

Y ST01

Business Statement

Account Number:

Statement Period:

Jan 2, 2017
through
Jan 31, 2017

Page 1 of 2



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



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NEWS FOR YOU

Protecting your accounts is our highest priority. As a security precaution, we close Debit Cards and ATM Cards after 18 months of inactivity. Please call us with any questions at 800-673-3555.

INFORMATION YOU SHOULD KNOW

Price changes for U.S. Bank Business Checking, Savings and Treasury Management Services are effective January 1, 2017. Please contact your Banker or Treasury Management Consultant for pricing information specific to your account. If you need assistance in reaching your bank contact, call Customer Service at the number listed in the upper right corner of this statement or send an email to Customer Service at commercialsupport@usbank.com.

Important changes are coming to your Online and Mobile Financial Services Agreement. Review the changes being made by clicking on the banner on your My Accounts page in Online Banking to learn more.

SILVER BUSINESS CHECKING

U.S. Bank National Association

Member FDIC

Account Summary

Account Number

	# Items	\$	
Beginning Balance on Jan 2			114,931.77
Customer Deposits	1		15,357.90
Other Withdrawals	2		39.86-
Checks Paid	12		11,328.45-
Ending Balance on Jan 31, 2017		\$	118,921.36

Customer Deposits

Number	Date	Ref Number	Amount
	Jan 31	8358127382	15,357.90

Total Customer Deposits \$ 15,357.90

Other Withdrawals

Date	Description of Transaction	Ref Number	Amount
Jan 17	Analysis Service Charge	1700000000	\$ 10.00-
Jan 30	Electronic Withdrawal From RECSEARCHLIGHT	6202629302NEWSPAPER 1328263	29.86-
	REF=170270061456240N00		

Total Other Withdrawals \$ 39.86-

Checks Presented Conventionally

Check	Date	Ref Number	Amount	Check	Date	Ref Number	Amount
2591	Jan 4	8655737252	125.00	2605	Jan 19	8955689850	8.05
2595*	Jan 3	8355263304	87.29	2606	Jan 18	8658392499	5,273.44
2600*	Jan 17	8356578960	385.81	2607	Jan 23	8058082647	1,095.00
2601	Jan 17	8357449429	206.87	2608	Jan 17	8356158307	3,947.86
2602	Jan 18	8658477797	32.97	2609	Jan 19	8954343767	21.16
2604*	Jan 26	8954943384	95.00	2610	Jan 18	8659117438	50.00



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

Business Statement
 Account Number:

Statement Period:
 Jan 2, 2017
 through
 Jan 31, 2017

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 (12) \$ 11,328.45-

Balance Summary

Date	Ending Balance	Date	Ending Balance	Date	Ending Balance
Jan 3	114,844.48	Jan 18	104,812.53	Jan 26	103,593.32
Jan 4	114,719.48	Jan 19	104,783.32	Jan 30	103,563.46
Jan 17	110,168.94	Jan 23	103,688.32	Jan 31	118,921.36

Balances only appear for days reflecting change.

ANALYSIS SERVICE CHARGE DETAIL

Account Analysis Activity for: December 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	15		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	16		No Charge
Subtotal: SinglePoint			10.00
Image Services			
SPE Image Retrieved	2		No Charge
Subtotal: Image Services			0.00
Fee Based Service Charges for Account Number 1-534-9510-2045			\$ 10.00

12:49 PM

02/08/17

Shasta Local Agency Formation Commission
Reconciliation Detail
10020 - US Bank - Operational, Period Ending 01/31/2017

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						114,931.77
Cleared Transactions						
Checks and Payments - 14 items						
Bill Pmt -Check	12/15/2016	2591	Health Vac	X	-125.00	-125.00
Bill Pmt -Check	12/15/2016	2595	Pitney Bowes	X	-87.29	-212.29
Bill Pmt -Check	12/21/2016	2598	Record Searchlight	X	-29.86	-242.15
Bill Pmt -Check	01/11/2017	2606	Planwest Partners, ...	X	-5,273.44	-5,515.59
Bill Pmt -Check	01/11/2017	2608	Express Employme...	X	-3,947.86	-9,463.45
Bill Pmt -Check	01/11/2017	2607	Underwood & Wetz...	X	-1,095.00	-10,558.45
Bill Pmt -Check	01/11/2017	2600	CBS Leasing, Inc.	X	-385.81	-10,944.26
Bill Pmt -Check	01/11/2017	2601	City of Redding Utili...	X	-206.87	-11,151.13
Bill Pmt -Check	01/11/2017	2604	merry maids	X	-95.00	-11,246.13
Bill Pmt -Check	01/11/2017	2602	Crown Awards	X	-32.97	-11,279.10
Bill Pmt -Check	01/11/2017	2605	Mount Shasta Sprin...	X	-8.05	-11,287.15
Bill Pmt -Check	01/12/2017	2610	SDRMA	X	-50.00	-11,337.15
Bill Pmt -Check	01/12/2017	2609	AT&T	X	-21.16	-11,358.31
Check	01/17/2017			X	-10.00	-11,368.31
Total Checks and Payments					-11,368.31	-11,368.31
Deposits and Credits - 3 items						
Bill Pmt -Check	07/15/2016	2527	Colantuono & Levin...	X	0.00	0.00
Bill Pmt -Check	01/11/2017	2603	Express Employme...	X	0.00	0.00
Deposit	01/31/2017			X	15,357.90	15,357.90
Total Deposits and Credits					15,357.90	15,357.90
Total Cleared Transactions					3,989.59	3,989.59
Cleared Balance					3,989.59	118,921.36
Uncleared Transactions						
Checks and Payments - 6 items						
Bill Pmt -Check	01/31/2017	2616	Underwood & Wetz...		-1,155.00	-1,155.00
Bill Pmt -Check	01/31/2017	2615	Shasta Regional Tr...		-940.00	-2,095.00
Bill Pmt -Check	01/31/2017	2611	Colantuono & Levin...		-195.00	-2,290.00
Bill Pmt -Check	01/31/2017	2612	merry maids		-95.00	-2,385.00
Bill Pmt -Check	01/31/2017	2614	Office Depot		-26.72	-2,411.72
Bill Pmt -Check	01/31/2017	2613	Mount Shasta Sprin...		-13.75	-2,425.47
Total Checks and Payments					-2,425.47	-2,425.47
Total Uncleared Transactions					-2,425.47	-2,425.47
Register Balance as of 01/31/2017					1,564.12	116,495.89
Ending Balance					1,564.12	116,495.89

A. Bull

Shasta Local Agency Formation Commission
Statement of Disbursements
 January 11 - 12, 2017

Type	Date	Num	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	01/11/2017	2600	CBS Leasing, Inc.		10020 · US Bank - ...		-385.81
Bill	12/29/2016	1993...			52330 · Rents & Le...	-385.81	385.81
TOTAL						-385.81	385.81
Bill Pmt -Check	01/11/2017	2601	City of Redding Ut...		10020 · US Bank - ...		-206.87
Bill	01/04/2017	0104...			52720 · Utilities	-67.14	67.14
Bill	01/04/2017	0104...			52720 · Utilities	-139.73	139.73
TOTAL						-206.87	206.87
Bill Pmt -Check	01/11/2017	2602	Crown Awards		10020 · US Bank - ...		-32.97
Bill	01/11/2017	0675...			52100 · Office Supp...	-32.97	32.97
TOTAL						-32.97	32.97
Bill Pmt -Check	01/11/2017	2603	Express Employm...		10020 · US Bank - ...		0.00
TOTAL						0.00	0.00
Bill Pmt -Check	01/11/2017	2604	merry maids		10020 · US Bank - ...		-95.00
Bill	01/03/2017	WO-4...			52078 · Office Clea...	-95.00	95.00
TOTAL						-95.00	95.00
Bill Pmt -Check	01/11/2017	2605	Mount Shasta Spri...		10020 · US Bank - ...		-8.05
Bill	01/05/2017	153271			52080 · Office Expe...	-8.05	8.05
TOTAL						-8.05	8.05

Shasta Local Agency Formation Commission Statement of Disbursements

January 11 - 12, 2017

Type	Date	Num	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	01/11/2017	2606	Planwest Partners...		10020 · US Bank - ...		-5,273.44
Bill	12/31/2016	16-23...			52006 · Contractor ... 52675 · GIS Services	-4,878.44 -395.00	4,878.44 395.00
TOTAL						-5,273.44	5,273.44
Bill Pmt -Check	01/11/2017	2607	Underwood & Wet...		10020 · US Bank - ...		-1,095.00
Bill	11/30/2016	4480			52287 · Miscellaneo...	-1,095.00	1,095.00
TOTAL						-1,095.00	1,095.00
Bill Pmt -Check	01/11/2017	2608	Express Employm...		10020 · US Bank - ...		-3,947.86
Bill	12/14/2016	1826...			52008 · Contract LA... 52692 · Contract - L... 52008 · Contract LA... 52692 · Contract - L... 52008 · Contract LA... 52008 · Contract LA... 52008 · Contract LA...	-878.86 -111.60 -781.20 -111.60 -781.20 -613.80 -669.60	878.86 111.60 781.20 111.60 781.20 733.80 669.60
TOTAL						-3,947.86	4,067.86
Bill Pmt -Check	01/12/2017	2609	AT&T		10020 · US Bank - ...		-21.16
Bill	01/03/2017	0103...			52020 · Communic...	-21.16	21.16
TOTAL						-21.16	21.16
Bill Pmt -Check	01/12/2017	2610	SDRMA		10020 · US Bank - ...		-50.00
Bill	01/06/2017	55840			52697 · Property & ...	-50.00	50.00
TOTAL						-50.00	50.00

Total \$ 11,116.16
A. Bull

Shasta Local Agency Formation Commission
Statement of Disbursements
 January 31, 2017

Type	Date	Num	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	01/31/2017	2611	Colantuono & Levi...		10020 · US Bank - ...		-195.00
Bill	07/05/2016	31156			52287 · Miscellaneo...	-195.00	195.00
TOTAL						-195.00	195.00
Bill Pmt -Check	01/31/2017	2612	merry maids		10020 · US Bank - ...		-95.00
Bill	01/30/2017	WO-4...			52078 · Office Clea...	-95.00	95.00
TOTAL						-95.00	95.00
Bill Pmt -Check	01/31/2017	2613	Mount Shasta Spri...		10020 · US Bank - ...		-13.75
Bill	01/30/2017	160575			52080 · Office Expe...	-13.75	13.75
TOTAL						-13.75	13.75
Bill Pmt -Check	01/31/2017	2614	Office Depot		10020 · US Bank - ...		-26.72
Bill	01/24/2017	8977...			52100 · Office Supp...	-20.37	20.37
Bill	01/25/2017	8977...			52080 · Office Expe...	-6.35	6.35
TOTAL						-26.72	26.72
Bill Pmt -Check	01/31/2017	2615	Shasta Regional T...		10020 · US Bank - ...		-940.00
Bill	01/19/2017	0201...			52345 · Rents & Le...	-940.00	940.00
TOTAL						-940.00	940.00
Bill Pmt -Check	01/31/2017	2616	Underwood & Wet...		10020 · US Bank - ...		-1,155.00
Bill	12/31/2016	4545			52287 · Miscellaneo...	-1,155.00	1,155.00
TOTAL						-1,155.00	1,155.00

Total: 2485.47
H. Bul



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

3843 TRN

Y ST01

Business Statement

Account Number:

Statement Period:

Feb 1, 2017

through

Feb 28, 2017

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SHASTA LOCAL AGENCY FORMATION
COMMISSION
1255 EAST ST STE 201
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SILVER BUSINESS CHECKING

U.S. Bank National Association

Member FDIC

Account Summary

Account Number 1

	# Items		
Beginning Balance on Feb 1		\$	118,921.36
Customer Deposits	1		104.00
Other Withdrawals	1		15.00-
Checks Paid	12		7,318.35-
Ending Balance on Feb 28, 2017		\$	111,692.01

Customer Deposits

Number	Date	Ref Number	Amount
	Feb 14	8358357131	104.00

Total Customer Deposits \$ 104.00

Other Withdrawals

Date	Description of Transaction	Ref Number	Amount
Feb 14	Analysis Service Charge	1400000000	\$ 15.00-

Total Other Withdrawals \$ 15.00-

Checks Presented Conventionally

Check	Date	Ref Number	Amount	Check	Date	Ref Number	Amount
2611	Feb 7	8355141024	195.00	2617	Feb 21	8358899092	103.16
2612	Feb 7	8355140978	95.00	2618	Feb 21	8353989003	384.01
2613	Feb 7	8355140718	13.75	2619	Feb 21	8357819447	194.69
2614	Feb 6	8054235933	26.72	2620	Feb 21	8356402624	4,101.30
2615	Feb 7	8358703494	940.00	2621	Feb 21	8353708826	34.72
2616	Feb 6	8059139891	1,155.00	2622	Feb 28	8351756266	75.00

Conventional Checks Paid (12) \$ 7,318.35-

Balance Summary

Date	Ending Balance	Date	Ending Balance	Date	Ending Balance
Feb 6	117,739.64	Feb 14	116,584.89	Feb 28	111,692.01
Feb 7	116,495.89	Feb 21	111,767.01		

Balances only appear for days reflecting change.

ANALYSIS SERVICE CHARGE DETAIL

Account Analysis Activity for: January 2017

Account Number:

\$

15.00



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

Business Statement

Account Number:

Statement Period:
 Feb 1, 2017
 through
 Feb 28, 2017



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ANALYSIS SERVICE CHARGE DETAIL

(CONTINUED)

Analysis Service Charge assessed to

\$ 15.00

Service Activity Detail for Account Number

<i>Service</i>	<i>Volume</i>	<i>Avg Unit Price</i>	<i>Total Charge</i>
Depository Services			
Combined Transactions/Items	15		No Charge
Paper Statement Fee	1	5.00000	5.00
Subtotal: Depository Services			5.00
SinglePoint			
SPE Pday Det & Sum Mo Maint	1	10.00000	10.00
SPE Previous Day per Item Det	15		No Charge
Subtotal: SinglePoint			10.00
Image Services			
SPE Image Retrieved	2		No Charge
Subtotal: Image Services			0.00
Fee Based Service Charges for Account Number			\$ 15.00

3:45 PM
03/15/17

Shasta Local Agency Formation Commission Reconciliation Detail

10020 · US Bank - Operational, Period Ending 02/28/2017

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						118,921.36
Cleared Transactions						
Checks and Payments - 13 items						
Bill Pmt -Check	01/31/2017	2616	Underwood & Wetz...	X	-1,155.00	-1,155.00
Bill Pmt -Check	01/31/2017	2615	Shasta Regional Tr...	X	-940.00	-2,095.00
Bill Pmt -Check	01/31/2017	2611	Colantuono & Levin...	X	-195.00	-2,290.00
Bill Pmt -Check	01/31/2017	2612	merry maids	X	-95.00	-2,385.00
Bill Pmt -Check	01/31/2017	2614	Office Depot	X	-26.72	-2,411.72
Bill Pmt -Check	01/31/2017	2613	Mount Shasta Sprin...	X	-13.75	-2,425.47
Bill Pmt -Check	02/14/2017	2620	Express Employme...	X	-4,101.30	-6,526.77
Bill Pmt -Check	02/14/2017	2618	CBS Leasing, Inc.	X	-384.01	-6,910.78
Bill Pmt -Check	02/14/2017	2619	City of Redding Utili...	X	-194.69	-7,105.47
Bill Pmt -Check	02/14/2017	2617	AT&T	X	-103.16	-7,208.63
Bill Pmt -Check	02/14/2017	2622	Pitney Bowes	X	-75.00	-7,283.63
Bill Pmt -Check	02/14/2017	2621	Office Depot	X	-34.72	-7,318.35
Check	02/14/2017			X	-15.00	-7,333.35
Total Checks and Payments					-7,333.35	-7,333.35
Deposits and Credits - 1 item						
Deposit	02/14/2017			X	104.00	104.00
Total Deposits and Credits					104.00	104.00
Total Cleared Transactions					-7,229.35	-7,229.35
Cleared Balance					-7,229.35	111,692.01
Uncleared Transactions						
Checks and Payments - 7 items						
Bill Pmt -Check	02/28/2017	2627	Planwest Partners, ...		-6,993.50	-6,993.50
Bill Pmt -Check	02/28/2017	2623	Express Employme...		-1,953.00	-8,946.50
Bill Pmt -Check	02/28/2017	2628	Shasta Regional Tr...		-940.00	-9,886.50
Bill Pmt -Check	02/28/2017	2626	Pitney Bowes		-97.60	-9,984.10
Bill Pmt -Check	02/28/2017	2629	VESTRA Resource...		-75.00	-10,059.10
Bill Pmt -Check	02/28/2017	2625	Office Depot		-67.09	-10,126.19
Bill Pmt -Check	02/28/2017	2624	Kathy Bull		-55.26	-10,181.45
Total Checks and Payments					-10,181.45	-10,181.45
Total Uncleared Transactions					-10,181.45	-10,181.45
Register Balance as of 02/28/2017					-17,410.80	101,510.56
New Transactions						
Checks and Payments - 10 items						
Bill Pmt -Check	03/14/2017	2639	Planwest Partners, ...		-6,799.33	-6,799.33
Bill Pmt -Check	03/14/2017	2633	Express Employme...		-1,562.40	-8,361.73
Bill Pmt -Check	03/14/2017	2638	Underwood & Wetz...		-1,110.00	-9,471.73
Bill Pmt -Check	03/14/2017	2631	CBS Leasing, Inc.		-384.91	-9,856.64
Bill Pmt -Check	03/14/2017	2632	City of Redding Utili...		-185.08	-10,041.72
Bill Pmt -Check	03/14/2017	2637	Pitney Bowes		-150.00	-10,191.72
Bill Pmt -Check	03/14/2017	2630	AT&T		-103.16	-10,294.88
Bill Pmt -Check	03/14/2017	2634	merry maids		-95.00	-10,389.88
Bill Pmt -Check	03/14/2017	2636	Office Depot		-88.79	-10,478.67
Bill Pmt -Check	03/14/2017	2635	Mount Shasta Sprin...		-23.04	-10,501.71
Total Checks and Payments					-10,501.71	-10,501.71
Total New Transactions					-10,501.71	-10,501.71
Ending Balance					-27,912.51	91,008.85

K. Bull

Shasta Local Agency Formation Commission
Statement of Disbursements
February 14, 2017

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	2617	02/14/2017	AT&T		10020 · US Bank - ...		-103.16
Bill	0203...	02/03/2017			52020 · Communic...	-103.16	103.16
TOTAL						-103.16	103.16
Bill Pmt -Check	2618	02/14/2017	CBS Leasing, Inc.		10020 · US Bank - ...		-384.01
Bill	2009...	01/30/2017			52330 · Rents & Le...	-384.01	384.01
TOTAL						-384.01	384.01
Bill Pmt -Check	2619	02/14/2017	City of Redding Ut...		10020 · US Bank - ...		-194.69
Bill	0203...	02/03/2017			52720 · Utilities	-54.96	54.96
TOTAL					52720 · Utilities	-139.73	139.73
Bill Pmt -Check	2620	02/14/2017	Express Employm...		10020 · US Bank - ...		-4,101.30
Bill	1838...	01/11/2017			52008 · Contract LA...	-781.20	781.20
Bill	1840...	01/18/2017			52008 · Contract LA...	-781.20	781.20
Bill	1843...	01/25/2017			52008 · Contract LA...	-976.50	976.50
Bill	1846...	02/01/2017			52008 · Contract LA...	-781.20	781.20
Bill	1849...	02/08/2017			52008 · Contract LA...	-781.20	781.20
TOTAL						-4,101.30	4,101.30
Bill Pmt -Check	2621	02/14/2017	Office Depot		10020 · US Bank - ...		-34.72
Bill	8976...	01/30/2017			52100 · Office Supp...	-34.72	34.72
TOTAL						-34.72	34.72

Shasta Local Agency Formation Commission
Statement of Disbursements
February 14, 2017

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	2622	02/14/2017	Pitney Bowes		10020 · US Bank - ...	-75.00	-75.00
Bill	0214...	02/14/2017			52110 · Postage & ...	-75.00	75.00
TOTAL						-75.00	75.00

Total: 4892.88
Ch. Bull

Shasta Local Agency Formation Commission
Check Detail
February 28, 2017

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	2623	02/28/2017	Express Employm...		10020 · US Bank - ...		-1,953.00
Bill	1852...	02/15/2017			52008 · Contract LA...	-976.50	976.50
Bill	1855...	02/22/2017			52008 · Contract LA...	-976.50	976.50
TOTAL						-1,953.00	1,953.00
Bill Pmt -Check	2624	02/28/2017	Kathy Bull		10020 · US Bank - ...		-55.26
Bill	0228...	02/28/2017			52070 · Mileage Rei...	-16.04	16.04
Bill	0228...	02/28/2017			52070 · Mileage Rei...	-39.22	39.22
TOTAL						-55.26	55.26
Bill Pmt -Check	2625	02/28/2017	Office Depot		10020 · US Bank - ...		-67.09
Bill	8473...	06/24/2016			52080 · Office Expe...	-22.94	22.94
Bill	8814...	11/22/2016			52100 · Office Supp...	-29.65	29.65
TOTAL						-14.50	14.50
Bill Pmt -Check	2626	02/28/2017	Pitney Bowes		10020 · US Bank - ...		-97.60
Bill	3101...	02/02/2017			52331 · Rents & Le...	-97.60	97.60
TOTAL						-97.60	97.60
Bill Pmt -Check	2627	02/28/2017	Planwest Partners...		10020 · US Bank - ...		-6,993.50
Bill	17-23...	01/31/2017	Tierra Robles		52006 · Contractor ...	-5,338.00	5,338.00
					52006 · Contractor ...	-108.00	108.00
					52680 · Misc. Other	-1,408.00	1,408.00
					52675 · GIS Services	-139.50	139.50
TOTAL						-6,993.50	6,993.50

