

HONEY LAKE VALLEY RECREATION AUTHORITY

GOVERNING BOARD

BRIAN WILSON, PRESIDENT
KATHIE GARNIER, VICE PRESIDENT
TOM HAMMOND, BOARD MEMBER
DAVID TEETER, BOARD MEMBER
DAVID MESERVE, BOARD MEMBER

STAFF

DAN NEWTON, EXECUTIVE OFFICER
HEIDI WHITLOCK, SECRETARY
QUINCY MCCOURT, PROJECT MANAGER
DIANA WEMPLE, AUDITOR
NANCY CARDENAS, TREASURER

HONEY LAKE VALLEY RECREATION AUTHORITY GOVERNING BOARD MEETING

City Council Chambers
66 North Lassen Street, Susanville, CA 96130

November 21, 2017 - 3:00 p.m.

Addressing the Board

- Any person desiring to address the Board shall first secure permission of the presiding officer.
- Matters under the jurisdiction of the Board, and not on the Agenda, may be addressed by the public at a time provided in the Agenda under Public Comment
- The Board of Directors will not take action on any subject that is not on the Agenda

Call meeting to Order

Roll Call of Board of Directors present

1 **AGENDA APPROVAL:** (Additions and/or Deletions)

2 **APPROVAL OF MINUTES:** Approval of minutes from October 4, 2017 and October 17, 2017 meetings.

3 **CORRESPONDENCE:**

4 **PUBLIC COMMENT**

Any person may address the Board at this time to comment on any subject on or not on the agenda. However, the Board may not take action on an items not on the agenda other than to direct staff to agendize the matter at a future meeting.

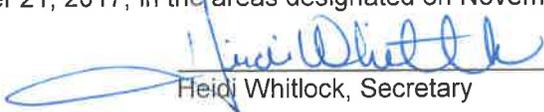
5 **MATTERS FOR BOARD CONSIDERATION:**

- A. Financial Reports through November 15, 2017
- B. Approve City Reimbursement Request for Expenses through November 3, 2017
- C. Discussion Regarding 2016/2017 Pool Season
- D. Discussion Regarding Future Projections for 2017/2018 Pool Season
- E. Discussion Regarding HLVRA Administrative Structure

6 **BOARD MEMBER ISSUES/REPORTS:**

The next regular meeting to be held on December 19, 2017 at 3:00 p.m.

I, Heidi Whitlock, certify that I caused to be posted notice of the regular meeting scheduled for November 21, 2017, in the areas designated on November 17, 2017.


Heidi Whitlock, Secretary

Submitted By: Heidi Whitlock, Secretary

Action Date: November 21, 2017

HLVRA AGENDA ITEM

SUBJECT: Minutes of the HLVRA October 4, 2017 and October 17, 2017 meetings.

SUMMARY: Attached for the Board's review are the minutes of the HLVRA meeting.

FISCAL IMPACT: None.

ACTION REQUESTED: Motion to waive oral reading and approve minutes of HLVRA and October 4, 2017 and October 17, 2017, meetings.

ATTACHMENTS: Minutes: October 4, 2017
October 17, 2017

**HONEY LAKE VALLEY RECREATION AUTHORITY
GOVERNING BOARD MEETING
Special Meeting Minutes
October 4, 2017 – 3:00 p.m.
City Council Chambers 66 North Lassen Street Susanville CA 96130**

Meeting was called to order at 3:01 p.m. by President Wilson.

Roll Call of Board of Directors present: Dave Meserve, David Teeter, Kathie Garnier and Brian Wilson. Absent: Tom Hammond.

Staff Present: Jared G. Hancock, Executive Officer and Heidi Whitlock, Secretary.

APPROVAL OF AGENDA: Motion by Vice President Garnier, second by Board member Meserve, to approve the agenda. Motion carried unanimously. Absent: Hammond.

Hammond arrived at 3:04 p.m.

2 APPROVAL OF MINUTES: None.

3 PUBLIC COMMENT ON CLOSED SESSION ITEMS:

Sam Williams (Lassen County Times) inquired as to whether or not a decision would be made today.

President Wilson responded that they did not know yet.

Mr. Hancock responded that he cannot state much without going into closed session except that there could possibly be direction to staff but, it would be up to the Board.

Eileen Spencer (Public) inquired if it would be less than an hour.

President Wilson responded that he was not sure, he would like to state that it would take less than an hour but he could be wrong.

Ms. Spencer stated that she was told that she was told that someone would be hired and was wanting to know if it would be Mr. Hancock or someone new.

Mr. Hancock responded that the item is agendaized to discuss the position and himself, as he holds the position.

Ms. Spencer stated that it should be held in open session if it is about the position.

Mr. Hancock responded that she asked him about closed session and he is not at liberty to discuss information that is in closed session. For clarification he added that someone gave her information that the reason for this meeting was to hire a new executive officer. However, whoever told her is not privy to the information to be disclosed in closed session.

Ms. Spencer replied that she did not understand as, if the Board was just going to pick his mind about what they would like to see the next person do, or Mr. Hancock do, it would be in open session.

Mr. Hancock responded that he was only agreeing with the open session portions of those items as he is not at liberty to discuss the closed session items at this time.

Mr. Spencer replied that they should proceed with caution as she thought the item should be in open session.

4 **CLOSED SESSION:**

5 **RETURN TO OPEN SESSION:**

The Board went into closed session at 3:09 p.m. and reconvened to open at 3:59 p.m. direction was given to staff with no reportable action taken.

ADJOURNMENT: Meeting adjourned at 4:01 p.m.

Brian R. Wilson, President

Respectfully Submitted by:

Heidi Whitlock, Secretary

**HONEY LAKE VALLEY RECREATION AUTHORITY
GOVERNING BOARD MEETING
Regular Meeting Minutes
October 17, 2017 – 3:00 p.m.
City Council Chambers 66 North Lassen Street Susanville CA 96130**

Meeting was called to order at 3:01 p.m. by President Wilson.

Roll Call of Board of Board members present: Dave Meserve, Tom Hammond, David Teeter, Kathie Garnier and Brian Wilson.

Staff Present: Dan Newton, Executive Officer, Heidi Whitlock, Secretary and Quincy McCourt, Project Manager.

APPROVAL OF AGENDA: Motion by Vice President Garnier, second by Board member Hammond, to approve the agenda. Motion carried unanimously.

2 APPROVAL OF MINUTES: Motion by Vice President Garnier, second by Board member Meserve, to approve minutes for the June 20, 2017 meeting. Motion carried unanimously. Abstain: Hammond.

Motion by Vice President Garnier, second by Board member Teeter, to approve the minutes for the August 15, 2017 meeting. Motion carried unanimously. Abstain: Wilson.

Motion by Board member Teeter, second by Board member Meserve, to approve the minutes for the September 19, 2017 meeting. Motion carried unanimously. Abstain: Garnier.

3 CORRESPONDENCE: None.

4 PUBLIC COMMENT: None.

5 MATTERS FOR BOARD CONSIDERATION:

5A Financial Reports through October 12, 2017

Mr. Newton stated that he could start the item however, he was sure that Ms. Wemple would have to speak to some of the items. He added that he will start by providing a quick description of each of the items. On the first page is the general ledger, which is basically stating where the Authority stands per the budget. The other attachments included are those items depicted on the general ledger.

President Wilson inquired as to whether or not the numbers were actuals.

Ms. Wemple confirmed.

Mr. Newton continued that the cash balance was as of the date of the report. He added that it may not reflect to date as some funds still need to be paid out.

Mr. Newton continued that the budgetary fund balance needed to be backed out as it is not cash available to spend and inquires as to whether or not the Board has any further questions.

President Wilson asked Ms. Wemple were he would look to see how much they have available.

Ms. Wemple responded \$212,000 in cash as of the date the report was generated.

President Wilson inquired as to how much was pending on the contract with Modern.

Ms. Whitlock responded, \$27,500.00.

President Wilson inquired as to whether or not that amount was to be taken out of the \$212,000 cash balance.

Ms. Wemple responded that it is included in that \$212,000, that it would come out of that balance.

Vice President Garnier inquired as to whether or not the County has submitted their annual contribution.

Ms. Wemple responded, they have not.

Vice President Garnier stated that the \$212,000 is not including the \$80,000 contribution.

Mr. Newton also added that the encumbrances for the starter blocks etc. will still come out of this amount. He added that there is a bit of a delay from when invoices come in, get processed and sent to the County prior to the payments being made as well as the deposit from the HLVRA bank account to the County HLVRA account for September.

Vice President Garnier requested the date that the reports were generated.

Ms. Wemple responded, October 12, 2017.

President Wilson requested confirmation from Ms. Wemple, if the Board knows of this cash balance, while knowing there are pending invoices and other account receivables, etc. and other money that is coming, there is no way that you would know how much, unless the City told us right now about September numbers, how much we would have after encumbrances etc...He continued that he just wanted to know how much money they had.

Ms. Wemple responded that, in order to have everything, she would have to get those numbers from Ms. Whitlock.

Board member Hammond stated that he would like to see an accounts receivable and accounts payable log showing exactly where we are at soon.

President Wilson asked Ms. Whitlock if she currently had that information.

Ms. Whitlock responded that she also kept a spreadsheet for her own records and she has everything to date that has been sent to the County. She continued, looking at the cash on hand in the spreadsheet minus those items at the County, the reimbursement request in the packet, the encumbrance for the starter blocks and also taking out the \$27,500 due to Modern, then adding in the \$80,000 still anticipated from the County and the revenues to date from the pool, the balance is approximately \$180,000.

President Wilson stated that the information was very helpful as it is hard for the Board, sitting up there, to make decisions to get through the winter and then the spring if they do not know where they stand.

Ms. Whitlock added that there will also be utility bills coming in etc.

President Wilson agreed as there will still be a cost associated with the pool even when it is closed.

President Wilson asked if utilities were figured out.

Mr. Newton responded that yes, it looked like most of the utilities were paid out of one utility account but, if the Board were to look at page 3 it would show the breakdown of who was paid. He continued that it would be adjusted back to the correct accounts.

President Wilson inquired as to whether or not a geothermal charge was coming.

Mr. Newton confirmed.

President Wilson asked how much that amount would be and asked Ms. Whitlock if she knew.

She responded, \$2,100 per month.

President Wilson asked Ms. Whitlock what the cash balance was again.

She responded, approximately \$180,000.

President Wilson stated that he did not believe he had any additional questions and expressed his gratitude to both Ms. Wemple and Ms. Whitlock.

Tony Jonas (Public) asked Ms. Whitlock if the \$180,000 took into account, the City's reimbursement request.

She confirmed.

5B Consider Standing Purchase Order Request for Lincoln Aquatics

Mr. Newton stated that this item was included to request a standing purchase order to be able to purchase Pulsar Tablets for the pool.

Vice President Garnier inquired as to whether or not this has been done before.

Ms. Whitlock responded no, we have to obtain a purchase order every time as the amount is always in excess of the purchase order limits. However, to prevent the need to obtain a new purchase order every time, a standing purchase order is being requested.

President Wilson inquired about a previous meeting where the need to use those specific tablets was discussed and asked Mr. McCourt were we were on that topic.

Mr. McCourt responded that staff thought there was an option of using other tablets as the cost savings would be worth the loss of the warranty; however, staff found only a savings of approximately \$800, which did not make it worth it to void the warranty. He added that SCP has now purchased Lincoln Aquatics and, if we think we are being overcharged, SCP has already provided a quote. However, it is not worth the difference.

Vice President Garnier responded that there are too many variables at this time. She also asked if the chemicals will go bad.

Mr. McCourt responded that, for clarification purposes, this is not a purchase, this is a PO so that we can order when needed without requiring a new PO every time. However, he added that Mr. Jonas could probably speak to how long the chemicals will last in storage.

Mr. Jonas responded that they are delivered in a way that it should be fine. They should be safe unless it is exposed to Muratic Acid.

President Wilson inquired as to whether or not this was for all chemicals.

Mr. McCourt responded no, it is just for the Pulsar Tablets. He continued that we also order chemicals from Lee Joseph but we are still requesting quotes from other companies often.

Motion by Vice President Garnier, second by Board Member Meserve, to approve the standing purchase order in the amount of \$25,000 for Lincoln Aquatics for the purchase of Pulsar Tablets. Motion carried unanimously.

5C Approve City Reimbursement Request for Expenses through September 22, 2017

Mr. Newton stated that this request is for reimbursement to the City of Susanville for the Administrative and Pool staff from the beginning of this fiscal year through September 22, 2017. Mr. Newton reviews all charges included in the reimbursement request. He added that the attachments include all the documentation for the funds including both invoices and timecards.

President Wilson stated that all of the documentation should go to the County; however, it does not all have to be included here as it becomes a public record.

Ms. Whitlock inquired as to whether or not the spreadsheet including the breakdowns would suffice.

President Wilson confirmed.

Motion by Vice President Garnier, second by Board member Teeter, to approve the reimbursement request from the City of Susanville. Motion carried unanimously.

5D Consider resolution No. 17-22, Adoption of Amended Agreement between HLVRA and the City of Susanville

Mr. Newton stated that the agreement between the City and the Honey Lake Valley Recreation Authority was previously adopted however, it was previously brought back to discuss the amendment of the included appendix. It has been brought back again for formal adoption.

Motion by Board member Hammond, second by Board member Meserve, to approve Resolution No. 17-22, adopting the Amended Agreement between the HLVRA and the City of Susanville. Motion carried unanimously.

5E Discussion regarding HLVRA Administrative Structure

Mr. Newton stated that it was requested to bring this item back during the previous meeting and that staff was looking for direction.

President Wilson replied that the Board wanted to map out a method to create a way to become autonomous.

Board member Meserve responded that now would be a good time to discuss since it is soon going to be the off season.

President Wilson stated that the Board needed to decide how autonomous they needed to be. Did they want to change everything or the expectation of both the City and County. He continued that their involvement has been valuable however, a \$5,000 cost each month is expensive.

Board member Meserve stated that he can see the HLVRA operating more along the lines of a special district.

Board member Teeter stated that his concern with becoming a special district was the cost of becoming autonomous exceeding the revenues. He added that the HLVRA benefits from the assistance of the bigger agencies as this year the HLVRA benefitted from the City picking up most of these tasks. He added that the change of who will be operating the pool and whose employees they will be is a political question and not a policy question. There is not a policy problem, except the expense of the services but most of that is because we are at the end of this project.

President Wilson added that, in addition to the money, there has also been a structural issue between the City and County in terms of having differing policies and procedures that make it a bit difficult to operate. He believed that the differences in the rules may have caused some friction between the two agencies, sometimes taking longer to purchase some items. However, that does not mean that we need to stop utilizing the agencies, just refine what is being done.

Board member Teeter wanted to add that, there may have been some rough areas during this first season but overall, if you step back and look at the entire package and what was put out there, it was a great product.

Board member Teeter continued that he understood where the request for the change is coming from with the HLVRA having its own employees etc. But, what he saw, was the City getting the work done and the project was finished with the County's help. He understood that there were some rough spots and we do not want to ignore those but wanted to state that we just went through the first season, we built the pool and then we operated it and it is going to operate again next season. He continued that he saw why the Board is talking about it, as it is worth talking about, but it is also worth looking at what we were able to accomplish overall.

Vice President Garnier inquired as to whether or not the County wanted to continue.

Board member Teeter responded that he was sure the County was in.

Tony Jonas (public) stated that the Board needed to look at five, ten years from now or even when the City and County contributions are no longer coming in, as the amount Ms. Whitlock provided would be gone at that time. At that point equipment will require replacement or refurbishment, technology will have changed and the subsidy that we are relying on right now will no longer be there.

Vice President Garnier stated that she did not feel the question was whether or not to be a special district but more on how they would be structured.

Board member Meserve stated that we can still operate as an Authority. He continued, like Mr. Jonas mentioned, it is not that many more years until the subsidy will no longer be available and the Board needed to be looking down the line before the controversy of not planning becomes an issue.

Tony Jonas stated that Board member Meserve has been there when a pool closed before.

Board member Meserve responded yes, that was one of the reasons that he left.

President Wilson stated that he was hearing two different sides and requested clarification on whether or not the Board wanted to be completely autonomous or if they would simply restructure what they already have. He added that, if we chose to restructure, although Ms. Whitlock and Mr. McCourt have done a fine job, the tasks could be performed by someone else at a lower cost at the pool site.

Board member Meserve stated his concern with the costs associated with the administrative functions through the City and responded that the Board could have someone report directly to them and that the Board could handle it themselves.

Board member Teeter stated that this is the time to discuss, being that the season is almost over. He continued that the benefits and drawbacks need to be identified.

Mr. Newton responded that whatever structure is decided upon nothing is going to be perfect. He added that there are benefits to working with the City and County, especially from a payroll and personnel standpoint, as they have the experience with those areas. However, if you hire your own staff, your Director will need to have experience with those functions and it may be difficult to find. Also, if you hire a Director from the City or County, the issue of discipline or termination could become an issue. He added that, if the Board would like, we can see if there is someone in house at the City who can assess what the best options are and bring that back. There could be multiple suggestions including keeping the current structure but using lower paid staff members as there is a lot of time involved.

Vice President Garnier stated that the Alliance for Workforce Development (AFWD) may offer something for Human Resources or Payroll related.

Board member Meserve stated that a local CPA may be able to handle the payroll.

Vice President Garnier inquired as to what would be done for Human Resources, rolling both of those services into one would be nice.

Board member Meserve stated that some Human Resources could go through the Chico foundation, some could go through the local college.

President Wilson responded that if the Board stays with the current structure, he would like to see where the Pool Manager would be able to answer questions of the Board and then the Board could handle some of the items. He continued that maybe, for the next meeting or another meeting in the future, staff working in any capacity for the pool could be interviewed regarding the processes.

President Wilson again requested input on whether or not the Board desired to be completely autonomous.

Vice President Garnier responded, maybe there should be some autonomy, but added that it would depend on the cost.

Board member Hammond inquired as to how much it would cost to do the restructure.

President Wilson asked if the Board desired having the analysis performed.

The Board responded yes.

Board member Hammond requested a cost on the analysis.

Board member Teeter inquired as to whether or not an RFP would have to go out.

President Wilson replied that he is not willing to spend that much. He continued that the problems should be identified and then the Board could continue to work within the existing structure or, make the decision to be autonomous.

Vice President Garnier agreed with the prior request the discussions should occur with the staff to identify issues and also talk with the City and County to see if this is something we can work out.

Board member Hammond inquired about the Roosevelt Pool and how items of this nature were handled.

Mr. Jonas responded that the City ran it. He stated that he did the ordering and banking however, payroll was handled by the Finance Department.

President Wilson requested of the Board, what the direction to staff should be.

Board member Hammond stated that they needed to obtain the County's thought on this item as well.

Mr. Egan responded that he felt it was time to evaluate the process. It will probably be more expensive to be autonomous but there could be a political benefit. He continued that it would be difficult to find someone who could do all the work or it would be expensive. He suggested the possibility of contracting with another agency to actually run the pool, perhaps the college of the high school to operate the pool, but that would take a cooperative partner.

President Wilson added that he thought the Authority could not afford a full time director. This is a seasonal pool and it should be a seasonal position. It may mean working with either the City or the County to "rent" the individual during the season for meetings etc., with the pool manager being stronger and able to have more authority and able to run the day to day items during the season. This would be preferred in his opinion over divorcing from the City and County.

Board member Hammond agreed.

Vice President Garnier stated that she did not understand why there has to be politics involved and suggested the County and City just work it out. She added that she did not like the separation. We gave the community a pool, let's help the community by coming up with a solution.

Board member Hammond stated that we still needed a new Pool Manager.

Vice President Garnier stated, not right now. She asked if the position has been flown yet.

Mr. Newton responded that staff would need direction.

Vice President Garnier stated to fly it.

President Wilson responded that we will need someone to watch it this winter.

Board member Hammond asked if the Board wanted to look at programming etc.

President Wilson stated that he had asked Mr. Hancock for details as he wanted to see where they were however, they were not yet available. He continued that, if our income is not what it is supposed to be, we need to know that information.

Direction was given to Mr. Newton to provide what the projections were and where we are.

Board member Hammond added that he also wanted to see the actual costs per month to run the pool.

President Wilson continued that he believed we are on the high side for expenses.

Vice President Garnier stated that she thought revenues could have been higher as people should have been notified sooner of the passes.

President Wilson responded that it opened so closely to when the Pool Manger was hired, we lost that option. However, this upcoming year we will have more time.

Mr. Newton responded that we can bring that information back at the next meeting.

President Wilson agreed that it should be brought back at the next meeting and inquired as to whether or not we should still be open or should we have shorter hours.

Sam Williams (Lassen Times) requested confirmation that the Pool Manager position was vacant.

President Wilson inquired of Ms. Whitlock what Ms. Rice's title was.

Ms. Whitlock responded, Assistant Pool Manager.

Mr. Williams inquired as to when the pool would be closing.

President Wilson responded, October 31st.

President Wilson suggested that a recap should be completed on the City and County. Talk with everyone, the County, and the City including Ms. Whitlock and Mr. McCourt on how everything worked and what changes still need to be made, Ms. Rice and everyone else at the pool in order to see how everyone felt and how it worked or did not work. He added that he felt the existing structure could work with some changes.

Mr. Egan stated that the Pool Manager is currently a City employee. He suggested that, prior to hiring the next manager, the determination be made on whether or not they will continue to be a City employee.

President Wilson stated that, although he knew Vice President Garnier wanted to fly the position, he would rather wait until the Board had answers to the questions they all had and to ensure Ms. Rice is happy doing it in the interim. He

continued that he has had many conversations with past and present employees and discussions need to be had with them as there are issues that need to be heard.

Mr. Newton agreed.

Board member Hammond stated that it was a mad dash to get the pool opened.

President Wilson agreed but added that it was still a successful year. He added that he thought that Mr. Newton's direction, talk with staff and see what could be better is a good start. He added that a Board member could also be there.

President Wilson will accompany Mr. Newton is discussing with staff.

Board member Meserve added that if it would help, he would assist.

Vice President Garnier stated, anything to help Mr. Newton.

President Wilson stated that he and Board member Meserve and Mr. Newton could make up the subcommittee.

Mr. Egan stated that he would also assist if needed.

President Wilson inquired as to whether or not anything else was needed.

6 BOARD MEMBER ISSUES/REPORTS:

The Board requested numbers for October to be presented at the next meeting.

Board member Meserve inquired as to whether or not the pool covers were in use.

Mr. Jonas responded, not yet.

President Wilson asked if there were any chemical changes due to this.

Mr. Jonas responded, yes.

Mr. Newton responded that staff will figure out the best time to cover the pool.

Meeting adjourned at 4:16 p.m.

Brian Wilson, President

Respectfully Submitted by

Heidi Whitlock, Secretary HLVRA

Submitted By: Heidi Whitlock, Secretary

Action Date: November 21, 2017

HLVRA AGENDA ITEM

PRESENTED BY: Diana Wemple, HLVRA Auditor

SUBJECT: Receive and File Financial Reports through November 15, 2017.

SUMMARY: Diana Wemple has provided the financial reports for revenue and expenses through November 15, 2017.

FISCAL IMPACT: None.

**ACTION
REQUESTED:** Information Only.

ATTACHMENTS: General Ledger through November 15, 2017
Budget Status report through November 15, 2017
Expenditure Detail through November 15, 2017
Revenue Status Report through November 15, 2017
Revenue Account Detail through November 15, 2017

Honey Lake Valley Recreation Authority 11-15-17

Fund	B/U	C/C	Account	Account Name	Opening Balance	YTD Activity	Balance
536			0100000	HONEY LAKE VALLEY RECREATION	\$277,390.50	(\$164,774.86)	\$112,615.64
536			0161000	LAND	\$0.00	\$2,721.50	\$2,721.50
536			0162000	BUILDINGS AND IMPROVEMENTS	\$0.00	\$3,168,736.64	\$3,168,736.64
536			0166000	CONSTRUCTION IN PROCESS	\$524,079.55	(\$524,079.55)	\$0.00
536			0203000	ACCOUNTS PAYABLE	(\$124,956.88)	\$0.00	(\$124,956.88)
536			0203010	CONTRACT RETENTION PAYABLE	(\$27,500.00)	\$0.00	(\$27,500.00)
536			0205000	DUE TO OTHER GOVERNMENTS	(\$52,439.17)	\$0.00	(\$52,439.17)
536			7100000	RESERVE FOR ENCUMBRANCES	\$0.00	(\$7,890.30)	(\$7,890.30)
536			7244000	INVESTMENTS IN NET ASSETS	(\$510,739.95)	(\$2,647,378.59)	(\$3,158,118.54)
536			7500000	FUND BALANCE AVAILABLE	(\$85,834.05)	\$0.00	(\$85,834.05)
536			9100000	ESTIMATED REVENUES	\$0.00	\$415,412.00	\$415,412.00
536			9300000	APPROPRIATIONS	\$0.00	(\$408,740.00)	(\$408,740.00)
536			9500000	ENCUMBRANCES	\$0.00	\$7,890.30	\$7,890.30
536			9600000	BUDGETARY FUND BALANCE	\$0.00	(\$6,672.00)	(\$6,672.00)
536	0950		2003000	INTEREST		(\$930.16)	
536	0950		2003203	DAILY PASSES		(\$25,611.89)	
536	0950		2003204	MONTHLY PASSES		(\$36,077.70)	
536	0950		2003206	SWIM TEAM ACADEMY		(\$5,560.00)	
536	0950		2003212	RENTALS AND CONCESSIONS		(\$252.00)	
536	0950		2007400	OTHER-GOVERNMENTAL AGENCIES		(\$80,000.00)	
536	0950		2010611	SWIM LESSONS		(\$23,183.04)	
536	0950		2010660	POOL PROGRAMS		(\$4,351.53)	
536	0950		2010661	PARTYS AND SPECIAL EVENTS		(\$739.13)	
536	0950		2011200	MISCELLANEOUS		(\$255.88)	
536	0950		3001200	TOTAL REVENUES		\$1,143.28	
536	0950		3001400	COMMUNICATIONS		\$371.17	
536	0950		3001500	JANITORIAL SUPPLIES		\$4,070.00	
536	0950		3001705	INSURANCE		\$26,755.10	
536	0950		3002200	MAINTENANCE - POOL		\$3,624.08	
536	0950		3002250	OFFICE EXPENSE		\$345.74	
536	0950		3002251	BANK AND CREDIT CARD FEES		(\$60.00)	
536	0950		3002300	CASH SHORT/OVER		\$37,720.02	
536	0950		3002359	PROFESSIONAL & SPECIALIZED SV		\$80,909.38	
536	0950		3002400	CONTRACT FOR POOL STAFF		\$967.50	
536	0950		3002701	PUBLICATIONS AND LEGAL NOTICES		\$25,415.79	
536	0950		3002800	NON-CAPITALIZED EQUIPMENT		\$200.00	
536	0950		3002801	SPECIAL DEPARTMENTAL EXPENSE		\$452.84	
536	0950		3002807	COUNTY WIDE COST ALLOCATION PL		\$474.00	
536	0950		3002901	ELECTRONIC SURVEILLANCE		\$1,770.72	
536	0950			CONFERENCES AND TRAINING			
							(\$176,961.33)

536	0950	3003000	UTILITIES	\$902.69
536	0950	3003010	UTILITIES-LIGHTS	\$3,727.95
536	0950	3003030	UTILITIES-SEWER	\$483.60
536	0950	3003050	UTILITIES-NATURAL GAS	\$9,902.18
536	0950	3006050	LANDSCAPING AND IMPROVEMENTS	\$17,881.82
536	0950	3006100	BUILDING & IMPROVEMENTS	\$124,678.33
			TOTAL EXPENDITURES	\$341,736.19
			FUND TOTAL	\$0.00
				\$0.00

C O U N T Y O F L A S S E N
A U D I T O R - C O N T R O L L E R
D E P A R T M E N T A L B U D G E T S T A T U S R E P O R T

Percent of year elapsed 100.0%

Account	Account Name	Budget Unit	095-0	COMMUNITY POOL CONSTRUCTION	Cost Center	NONE	Percent
		Adopted	Adjusted	Expenditures	Outstanding	Unencumbered	Approp
		Appropriation	Appropriation		Encumbrances	Balance	Used
SERVICES AND SUPPLIES							
3001150	SAFETY EQUIPMENT AND CLOTHING	5,000.00	5,000.00	.00	.00	5,000.00	0%
3001200	COMMUNICATIONS	2,400.00	2,400.00	1,143.28	.00	1,256.72	48%
3001400	JANITORIAL SUPPLIES	4,000.00	4,000.00	371.17	.00	3,628.83	9%
3001500	INSURANCE	8,140.00	8,140.00	4,070.00	.00	4,070.00	50%
3001705	MAINTENANCE - POOL	42,000.00	42,000.00	26,755.10	.00	15,244.90	64%
3002200	OFFICE EXPENSE	4,800.00	4,800.00	3,624.08	.00	1,175.92	76%
3002250	BANK AND CREDIT CARD FEES	100.00	100.00	345.74	.00	-245.74	346%
3002251	CASH SHORT/OVER	100.00	100.00	-60.00	.00	160.00	-59%
3002300	PROFESSIONAL & SPECIALIZED SV	21,000.00	21,000.00	37,720.02	7,890.30	-24,610.32	217%
3002359	CONTRACT FOR POOL STAFF	134,000.00	134,000.00	80,909.38	.00	53,090.62	60%
3002400	PUBLICATIONS AND LEGAL NOTICES	5,100.00	5,100.00	967.50	.00	4,132.50	19%
3002701	NON-CAPITALIZED EQUIPMENT	8,000.00	8,000.00	25,415.79	.00	-17,415.79	318%
3002800	SPECIAL DEPARTMENTAL EXPENSE	.00	.00	200.00	.00	-200.00	0%**
3002801	COUNTY WIDE COST ALLOCATION PL	2,300.00	2,300.00	452.84	.00	1,847.16	20%
3002807	ELECTRONIC SURVEILLANCE	1,200.00	1,200.00	474.00	.00	726.00	40%
3002901	CONFERENCES AND TRAINING	1,400.00	1,400.00	1,770.72	.00	-370.72	126%
3003000	UTILITIES	.00	.00	902.69	.00	-902.69	0%**
3003010	UTILITIES-LIGHTS	10,000.00	10,000.00	3,727.95	.00	6,272.05	37%
3003020	UTILITIES-WATER	10,000.00	10,000.00	.00	.00	10,000.00	0%
3003030	UTILITIES-SEWER	5,000.00	5,000.00	483.60	.00	4,516.40	10%
3003040	UTILITIES-GEOTHERMAL	10,000.00	10,000.00	.00	.00	10,000.00	0%
3003050	UTILITIES-NATURAL GAS	6,000.00	6,000.00	9,902.18	.00	-3,902.18	165%
MAJOR OBJECT TOTAL		280,540.00	280,540.00	199,176.04	7,890.30	73,473.66	74%
OTHER CHARGES							
3004900	DEPRECIATION	5,000.00	5,000.00	.00	.00	5,000.00	0%
3005500	STORE/CONSESSION PURCHASES	19,200.00	19,200.00	.00	.00	19,200.00	0%
3005501	RECREATION ACTIVITY SUPPLIES	13,700.00	13,700.00	.00	.00	13,700.00	0%
MAJOR OBJECT TOTAL		37,900.00	37,900.00	.00	.00	37,900.00	0%
FIXED ASSETS							
3006050	LANDSCAPING AND IMPROVEMENTS	36,000.00	36,000.00	17,881.82	.00	18,118.18	50%
3006100	BUILDING & IMPROVEMENTS	44,300.00	44,300.00	124,678.33	.00	-80,378.33	281%
MAJOR OBJECT TOTAL		80,300.00	80,300.00	142,560.15	.00	-62,260.15	178%
PROVISIONS FOR CONTINGENCIES							
3010000	APPROPRIATION FOR CONTINGENCIE	10,000.00	10,000.00	.00	.00	10,000.00	0%
MAJOR OBJECT TOTAL		10,000.00	10,000.00	.00	.00	10,000.00	0%
COST CENTER TOTAL							
BUDGET UNIT TOTAL		408,740.00	408,740.00	341,736.19	7,890.30	59,113.51	86%
FUND TOTAL		408,740.00	408,740.00	341,736.19	7,890.30	59,113.51	86%

County of Lassen Expenditure Detail with Account Totals

Date	FD	BU	CC	Acct	Prog	Vendor	Vendor Name	Description	WT #	DOC #	Amount
07/20/17	536	0950		3001200		6670	FRONTIER/CITIZENS COMM COMPANY	7/1-7/31/17 2510235 HLVR	01115406	CL711330	\$306.20
08/17/17	536	0950		3001200		6670	FRONTIER/CITIZENS COMM COMPANY	8/1-8/31/17 HLVR	01116447	CL712168	\$213.35
09/14/17	536	0950		3001200		6670	FRONTIER/CITIZENS COMM COMPANY	9/1-9/30/17 HLVR 2510235	01117504	CL713297	\$204.32
10/19/17	536	0950		3001200		6670	FRONTIER/CITIZENS COMM COMPANY	10/1-10/31/17 2510235 HLVR	01119049	CL714739	\$205.19
11/09/17	536	0950		3001200		6670	FRONTIER/CITIZENS COMM COMPANY	11/1-11/30/17 2510235 HLVR	01119960	CL715681	\$214.22
							Account 5360950	3001200		Total:	\$1,143.28
08/31/17	536	0950		3001400		4104	OFFICE DEPOT	951564641001 8/9/17 HLVR	01117022	CL712891	\$12.03
08/31/17	536	0950		3001400		4104	OFFICE DEPOT	951565117001 8/9/17 HLVR	01117022	CL712892	\$73.22
08/31/17	536	0950		3001400		9616	ULINE, INC	89747494 8/21/17 SQUEEGEE	01117072	CL712932	\$74.71
09/07/17	536	0950		3001400		4104	OFFICE DEPOT	956194692001 8/22/17 HLVR	01117292	CL713157	\$76.37
10/19/17	536	0950		3001400		4104	OFFICE DEPOT	966016932001 9/26/17 HLVR	01119023	CL714913	\$134.84
							Account 5360950	3001400		Total:	\$371.17
07/27/17	536	0950		3001500		14113	CA ASSOC FOR PARK&REC INSURANC	7/1/17-6/30/18 MEMBERSHIP DUES	01115610	CO180095	\$400.00
08/10/17	536	0950		3001500		14113	CA ASSOC FOR PARK&REC INSURANC	7/1-6/30/18 INSURANCE HALF	01116136	CO180095	\$4,070.00
09/14/17	536	0950		3001500		14113	CA ASSOC FOR PARK&REC INSURANC	CANCEL CK#1115610	00000001	JE000278	(\$400.00)
							Account 5360950	3001500		Total:	\$4,070.00
08/03/17	536	0950		3001705		14515	LEE JOSEPH INC.	90261 7/17/17 HLVR	01115862	CL711800	\$1,451.25
08/03/17	536	0950		3001705		14515	LEE JOSEPH INC.	90265 7/19/17 HLVR	01115863	CL711801	\$2,073.77
08/03/17	536	0950		3001705		14515	LEE JOSEPH INC.	90313 7/21/17 HLVR	01115864	CL711802	\$88.33
08/10/17	536	0950		3001705		14445	SCP DISTRIBUTORS, LLC	S1321478 7/5/17 PULSAR PLUS	01116193	CL712019	\$6,676.11
08/10/17	536	0950		3001705		14515	LEE JOSEPH INC.	89364 6/6/17 CHILORINE	01116191	CL712015	\$251.22
08/10/17	536	0950		3001705		14515	LEE JOSEPH INC.	89648 6/19/17 SODIUM BICARB	01116191	CL712015	\$1,166.51
08/10/17	536	0950		3001705		14515	LEE JOSEPH INC.	89784 6/26/17 SODIUM BICARB	01116191	CL712015	\$251.17
08/10/17	536	0950		3001705		14515	LEE JOSEPH INC.	90137 7/11/17 SODIUM/CALCIUM	01116191	CL712015	\$1,151.35
08/10/17	536	0950		3001705		14515	LEE JOSEPH INC.	90476 8/2/17 FINANCE CHARGE	01116191	CL712015	\$25.03
08/10/17	536	0950		3001705		14515	LEE JOSEPH INC.	90572 8/2/17 FINANCE CHARGE	01116191	CL712015	\$25.00
08/17/17	536	0950		3001705		14445	SCP DISTRIBUTORS, LLC	S1318919 6/27/17 CPR MASK	01116449	CL712170	\$254.92
08/17/17	536	0950		3001705		14515	LEE JOSEPH INC.	8/4/17 SODIUM BICARB HLVR	01116448	CL712169	\$733.99
08/31/17	536	0950		3001705		14515	LEE JOSEPH INC.	8/18/17 REAGENT HLVR	01117042	CL712783	\$50.31
08/31/17	536	0950		3001705		193	ARIJN BILLINGTON	391967 8/10/17 ACID MURIATIC	01117071	CL712931	\$744.32

County of Lassen Expenditure Detail with Account Totals

Date	FD	BU	CC	Acct	Prog	Vendor	Vendor Name	Description	WT #	DOC #	Amount
08/31/17	536	0950		3001705		193	ARLIN BILLINGTON	393165 8/25/17 KEY,FASTNERS	01117071	CL712931	\$7.36
09/07/17	536	0950		3001705		14515	LEE JOSEPH INC.	91022 8/30/17 BICARBONATE	01117299	CL713141	\$1,793.36
09/07/17	536	0950		3001705		193	ARLIN BILLINGTON	393464 8/29/17 ACID MURIATIC	01117298	CL713138	\$1,012.27
10/05/17	536	0950		3001705		193	ARLIN BILLINGTON	395138 9/20/17 ACID MURIATIC	01118488	CL714320	\$1,019.56
10/05/17	536	0950		3001705		193	ARLIN BILLINGTON	395350 9/23/17 MOP,BRUSH	01118488	CL714320	\$23.52
10/05/17	536	0950		3001705		193	ARLIN BILLINGTON	395351 9/23/17 DUCT TAPE	01118488	CL714320	\$14.65
10/19/17	536	0950		3001705		14445	SCP DISTRIBUTORS, LLC	100# PULSAR PLUS BRIQUETTE 1#	01119037	PO185015	\$5,575.50
10/19/17	536	0950		3001705		14445	SCP DISTRIBUTORS, LLC	FREIGHT	01119037	PO185015	\$396.18
10/19/17	536	0950		3001705		14445	SCP DISTRIBUTORS, LLC	HANDLING	01119037	PO185015	\$3.95
10/19/17	536	0950		3001705		14445	SCP DISTRIBUTORS, LLC	SALES TAX	01119037	PO185015	\$404.51
10/19/17	536	0950		3001705		99998	REESE RICE	9/19/17 ACID MURIATIC HLVR	01119054	CL714745	\$20.27
10/26/17	536	0950		3001705		186	CITY OF SUSANVILLE	RMB POOL MAINT THRU 9/22/17	01119431	CL715149	\$8.68
10/26/17	536	0950		3001705		193	ARLIN BILLINGTON	396837 10/11/17 ACID MURIAT	01119430	CL715153	\$1,006.61
10/26/17	536	0950		3001705		193	ARLIN BILLINGTON	397065 10/14/17 TAPE	01119430	CL715153	\$28.42
11/02/17	536	0950		3001705		14515	LEE JOSEPH INC.	91694 10/11/17 HLVR	01119724	CL715473	\$209.45
11/02/17	536	0950		3001705		14515	LEE JOSEPH INC.	91787 10/20/17 HLVR	01119724	CL715473	\$219.78
11/02/17	536	0950		3001705		193	ARLIN BILLINGTON	397689 10/23/17 SHER	01119722	CL715472	\$54.01
11/09/17	536	0950		3001705		193	ARLIN BILLINGTON	398353 11/11/17 FASTENERS HLVR	01119922	CL715567	\$13.74
Total:											
Account 5360950 3001705											
07/20/17	536	0950		3002200		1255	SHARON MCBRIDE	6/26/17 PLAGUES HLVRA	01115409	CL711328	\$1,057.49
07/20/17	536	0950		3002200		315	RONALD D REBELL	6/-6/27/17 COPIES HLVRA	01115405	CL711326	\$116.59
08/03/17	536	0950		3002200		4104	OFFICE DEPOT	936357876001 6/26/17 HLVR	01115869	CL711689	\$9.18
08/03/17	536	0950		3002200		4104	OFFICE DEPOT	936357884001 6/27/17 HLVR	01115869	CL711689	\$73.86
08/03/17	536	0950		3002200		4104	OFFICE DEPOT	936357885001 6/30/17 HLVR	01115869	CL711689	\$73.86
08/03/17	536	0950		3002200		4104	OFFICE DEPOT	936357886001 6/27/17 HLVR	01115869	CL711689	\$73.86
08/03/17	536	0950		3002200		4104	OFFICE DEPOT	936357887001 6/21/17 HLVR	01115869	CL711689	\$73.86
08/03/17	536	0950		3002200		4104	OFFICE DEPOT	937866878001 6/27/17 HLVR	01115869	CL711689	\$12.85
08/03/17	536	0950		3002200		4104	OFFICE DEPOT	937904728001 6/26/17 HLVR	01115869	CL711689	\$12.06
08/03/17	536	0950		3002200		4104	OFFICE DEPOT	937904803001 6/26/17 HLVR	01115869	CL711689	\$165.15
08/03/17	536	0950		3002200		4104	OFFICE DEPOT	945260962001 7/21/17 HLVR	01115869	CL711682	\$20.11
08/03/17	536	0950		3002200		4104	OFFICE DEPOT	945261881001 7/21/17 HLVR	01115869	CL711682	\$240.56
08/10/17	536	0950		3002200		4104	OFFICE DEPOT	937866756001 6/23/17 HLVR	01116118	CL712096	\$279.48
08/10/17	536	0950		3002200		4104	OFFICE DEPOT	937866876001 6/23/17 HLVR	01116118	CL712098	\$100.88
08/10/17	536	0950		3002200		4104	OFFICE DEPOT	938267752001 6/20/17 HLVR	01116118	CL712096	\$6.34
08/10/17	536	0950		3002200		4104	OFFICE DEPOT	945260962002 7/22/17 HLVR	01116118	CL712095	\$12.86
08/24/17	536	0950		3002200		4104	OFFICE DEPOT	936357449001 6/16/17 HLVR	01116687	CL712709	\$439.55

County of Lassen Expenditure Detail with Account Totals

Date	FD	BU	CC	Acct	Prog	Vendor	Vendor Name	Description	WT #	DOC #	Amount
08/24/17	536	0950		3002200		4104	OFFICE DEPOT	936357877002 6/17/17 HLVR	01116687	CL712709	\$193.79
08/24/17	536	0950		3002200		4104	OFFICE DEPOT	936357878001 6/19/17 HLVR	01116687	CL712709	\$14.90
08/24/17	536	0950		3002200		4104	OFFICE DEPOT	936357879001 6/16/17 HLVR	01116687	CL712709	\$2.89
08/24/17	536	0950		3002200		4104	OFFICE DEPOT	936995477001 6/20/17 HLVR	01116687	CL712709	\$7.71
08/24/17	536	0950		3002200		4104	OFFICE DEPOT	937866875001 6/23/17 HLVR	01116687	CL712715	\$44.36
08/24/17	536	0950		3002200		4104	OFFICE DEPOT	938267751001 6/21/17 HLVR	01116687	CL712709	\$12.28
08/31/17	536	0950		3002200		4104	OFFICE DEPOT	951564641001 8/9/17 HLVR	01117022	CL712891	\$24.31
08/31/17	536	0950		3002200		4104	OFFICE DEPOT	951565117001 8/9/17 HLVR	01117022	CL712892	\$56.41
09/28/17	536	0950		3002200		9407	US BANK	8/10-9/11/17 HLVR SUPPLIES	01118225	CL713928	\$42.89
10/26/17	536	0950		3002200		186	CITY OF SUSANVILLE	RMB OFFICE SUPP THRU 9/22/17	01119431	CL715149	\$448.00
								Account 5360950 3002200	Total:		\$3,624.08
08/25/17	536	0950		3002250		0	UNASSIGNED VENDOR	8/24/2017	00000002	DP120012	\$61.63
09/14/17	536	0950		3002250		0	UNASSIGNED VENDOR	HLVRA TRANSFER	00000002	DP120311	\$157.98
10/24/17	536	0950		3002250		0	UNASSIGNED VENDOR	SEPT 2017 CREDIT CARD TRANS	00000002	DP120926	\$126.13
								Account 5360950 3002250	Total:		\$345.74
08/21/17	536	0950		3002251		0	UNASSIGNED VENDOR	8/16/2017	00000002	DP119931	(\$46.00)
09/14/17	536	0950		3002251		0	UNASSIGNED VENDOR	HLVRA TRANSFER	00000002	DP120311	\$1.00
10/24/17	536	0950		3002251		0	UNASSIGNED VENDOR	SEPT 2017 CREDIT CARD TRANS	00000002	DP120926	(\$15.00)
								Account 5360950 3002251	Total:		(\$60.00)
07/20/17	536	0950		3002300		3297	KRONICK,MOSOVITS,TIEDEMANN &	5/31-6/22/17 LEGAL SERVICES II	01115366	CO180038	\$562.20
08/24/17	536	0950		3002300		186	CITY OF SUSANVILLE	RMB ADMIN SERV THRU 6/30/17	01116754	CL712565	\$21,458.89
09/07/17	536	0950		3002300		99998	CA ASSOC OF REC&PARK DISTRICTS	7/1/17-6/30/18 MEMBERSHIP DUES	01117325	CL713155	\$400.00
09/28/17	536	0950		3002300		3297	KRONICK,MOSOVITS,TIEDEMANN &	8/9-8/16/17 LEGAL SERVICES HLVR	01118165	CO180038	\$405.00
10/26/17	536	0950		3002300		186	CITY OF SUSANVILLE	RMB ADMIN SERV THRU 9/22/17	01119431	CL715149	\$14,151.43
10/26/17	536	0950		3002300		3297	KRONICK,MOSOVITS,TIEDEMANN &	9/12-9/21/17 LEGAL SERVICES HL	01119408	CO180038	\$135.00
11/09/17	536	0950		3002300		3297	KRONICK,MOSOVITS,TIEDEMANN &	10/4-10/12/17 LEGAL SERVICES II	01119943	CO180038	\$607.50
								Account 5360950 3002300	Total:		\$37,720.02
08/24/17	536	0950		3002359		186	CITY OF SUSANVILLE	RMB POOL EMPLOY THRU 6/30/17	01116754	CL712565	\$14,414.84
10/26/17	536	0950		3002359		186	CITY OF SUSANVILLE	RMB POOL EMPLOY THRU 9/22/17	01119431	CL715149	\$66,494.54
								Account 5360950 3002359	Total:		\$80,909.38
08/24/17	536	0950		3002400		186	CITY OF SUSANVILLE	RMB PUBLICATION THRU 6/30/17	01116754	CL712565	\$180.60
10/26/17	536	0950		3002400		186	CITY OF SUSANVILLE	RMB PUBLICATION THRU 9/22/17	01119431	CL715149	\$786.90
								Account 5360950 3002400	Total:		\$967.50
07/20/17	536	0950		3002701		14444	KNORR SYSTEMS, INC.	6/30/17 25M LANE W/DISC	01115408	CL711324	\$6,544.94

County of Lassen Expenditure Detail with Account Totals

Date	FD	BU	CC	Acct	Prog	Vendor	Vendor Name	Description	WT #	DOC #	Amount
07/20/17	536	0950		3002701		14444	KNORR SYSTEMS, INC.	6/30/17 LANE REEL/COVER	01115407	CL711321	\$4,586.38
07/27/17	536	0950		3002701		14445	SCP DISTRIBUTORS, LLC	SI320026 7/11/17 SPINE BOARD	01115653	CL711438	\$559.93
07/27/17	536	0950		3002701		14500	GAMUT SUPPLY LLC.	6/7/17 AED SIGN FOR POOL	01115662	CL711403	\$17.45
08/03/17	536	0950		3002701		10037	MARTIN SECURITY SYSTEMS, INC	34195 6/30/17 HLVR	01115865	CL711651	\$25.00
08/03/17	536	0950		3002701		11260	GLOBAL EQUIPMENT COMPANY, INC.	111137359 6/5/17 HLVR	01115861	CL711698	\$2,809.45
08/10/17	536	0950		3002701		11260	GLOBAL EQUIPMENT COMPANY, INC.	6/7/17 WASTE BASKET	01116190	CL712011	\$247.70
08/10/17	536	0950		3002701		14445	SCP DISTRIBUTORS, LLC	6/29/17 BUOY/RING	01116192	CL712014	\$359.75
08/10/17	536	0950		3002701		4104	OFFICE DEPOT	936357877003 6/20/17 HLVR	01116118	CL712099	\$28.95
08/10/17	536	0950		3002701		4104	OFFICE DEPOT	936357880001 6/16/17 HLVR	01116118	CL712099	\$45.45
08/10/17	536	0950		3002701		4104	OFFICE DEPOT	936357883001 6/16/17 HLVR	01116118	CL712099	\$53.61
08/10/17	536	0950		3002701		4104	OFFICE DEPOT	938267588001 6/21/17 HLVR	01116118	CL712099	\$9.86
08/24/17	536	0950		3002701		186	CITY OF SUSANVILLE	RMB EQUIPMENT THRU 6/30/17	01116754	CL712565	\$2,099.48
08/24/17	536	0950		3002701		4104	OFFICE DEPOT	936357449001 6/16/17 HLVR	01116687	CL712709	\$623.02
08/24/17	536	0950		3002701		4104	OFFICE DEPOT	938267753001 6/20/17 HLVR	01116687	CL712714	\$592.01
08/24/17	536	0950		3002701		4104	OFFICE DEPOT	945261882001 7/28/17 HLVR	01116687	CL712714	\$360.34
09/07/17	536	0950		3002701		14445	SCP DISTRIBUTORS, LLC	SI324099 8/24/17 BACKSTROKE	01117300	CL713134	\$1,011.90
09/14/17	536	0950		3002701		14445	SCP DISTRIBUTORS, LLC	SI324910 8/31/17 ROPE	01117505	CL713300	\$678.24
09/28/17	536	0950		3002701		14445	SCP DISTRIBUTORS, LLC	SI325438 9/11/17 CLOCK-FLOAT	01118217	CL713925	\$461.16
09/28/17	536	0950		3002701		9407	US BANK	8/10-9/11/17 HLVR SUPPLIES	01118225	CL713928	\$383.74
10/19/17	536	0950		3002701		11260	GLOBAL EQUIPMENT COMPANY, INC.	111192387 6/21/17 UMBRELLA	01119050	CL714741	\$187.20
10/19/17	536	0950		3002701		11260	GLOBAL EQUIPMENT COMPANY, INC.	11206110 6/23/17 PADLOCKS	01119050	CL714740	\$176.76
10/19/17	536	0950		3002701		11260	GLOBAL EQUIPMENT COMPANY, INC.	111211346 6/26/17 KICKBOARD	01119050	CL714740	\$174.91
10/19/17	536	0950		3002701		14615	NOBLES CONSTRUCTION COMPONENTS	6/16/17 GLULAMS BENCHES HLVR	01119053	CL714744	\$380.00
10/26/17	536	0950		3002701		186	CITY OF SUSANVILLE	RMB EQUIPMENT THRU 9/22/17	01119431	CL715149	\$2,032.93
10/26/17	536	0950		3002701		9407	US BANK	9/22/17 MATS	01119432	CL715155	\$990.63
11/06/17	536	0950		3002701		10037	MARTIN SECURITY SYSTEMS, INC	COR#1115865 6/30/17 34195	00000001	JE000660	(\$25.00)
								Account 5360950 3002701	Total:		\$25,415.79
07/03/17	536	0950		3002800		0	UNASSIGNED VENDOR	TILL AND SAFE	00000002	DP119092	\$200.00
								Account 5360950 3002800	Total:		\$200.00
09/22/17	536	0950		3002801		0	UNASSIGNED VENDOR	17/18 COST PLAN 1ST QTR	00000001	JE000334	\$452.84
								Account 5360950 3002801	Total:		\$452.84

County of Lassen Expenditure Detail with Account Totals

Date	FD	BU	CC	Acct	Prog	Vendor	Vendor Name	Description	WT #	DOC#	Amount
08/31/17	536	0950		3002807		10037	MARTIN SECURITY SYSTEMS, INC	8/18/17 66 N.LASSEN SETUP	01117043	CL712784	\$169.00
10/19/17	536	0950		3002807		10037	MARTIN SECURITY SYSTEMS, INC	10/26/17 HLVR 66 N.LASSEN	01119052	CL714743	\$25.00
11/06/17	536	0950		3002807		10037	MARTIN SECURITY SYSTEMS, INC	COR#1115865 6/30/17 34195	00000001	JE000660	\$25.00
11/06/17	536	0950		3002807		10037	MARTIN SECURITY SYSTEMS, INC	COR#1116194.AUG17	00000001	JE000660	\$230.00
11/09/17	536	0950		3002807		10037	MARTIN SECURITY SYSTEMS, INC	10/31/17 HLVR 66 N.LASSEN	01119223	CL715568	\$25.00
							Account 5360950 3002807			Total:	\$474.00
07/20/17	536	0950		3002901		99998	ALDEN SINGLETON	RMB 67-8/17 RED CROSS TRAININ	01115397	CL711352	\$100.00
07/20/17	536	0950		3002901		99998	ERIKA ZIMMERMANN	RMB 67-8/17 RED CROSS TRAININ	01115400	CL711355	\$100.00
07/20/17	536	0950		3002901		99998	ETHAN HEFFNER	RMB 67-8/17 RED CROSS TRAININ	01115390	CL711345	\$100.00
07/20/17	536	0950		3002901		99998	GWYNETH STUBBS	RMB 67-8/17 RED CROSS TRAININ	01115398	CL711353	\$100.00
07/20/17	536	0950		3002901		99998	ISABELLE SILVA	RMB 67-8/17 RED CROSS TRAININ	01115396	CL711351	\$100.00
07/20/17	536	0950		3002901		99998	JAEQUELLE DODGE	RMB 67-8/17 RED CROSS TRAININ	01115388	CL711343	\$100.00
07/20/17	536	0950		3002901		99998	JENNA MONAHAN	RMB 67-8/17 RED CROSS TRAININ	01115393	CL711348	\$100.00
07/20/17	536	0950		3002901		99998	JESSICA DIERMIER	RMB 67-8/17 RED CROSS TRAININ	01115387	CL711342	\$100.00
07/20/17	536	0950		3002901		99998	JON CELUM	RMB 67-8/17 RED CROSS TRAININ	01115386	CL711341	\$100.00
07/20/17	536	0950		3002901		99998	LOUIS MEDVIN	RMB 67-8/17 RED CROSS TRAININ	01115392	CL711347	\$100.00
07/20/17	536	0950		3002901		99998	MICHAEL PELFREY	RMB 67-8/17 RED CROSS TRAININ	01115394	CL711349	\$100.00
07/20/17	536	0950		3002901		99998	NANCY HEFFNER	RMB 67-8/17 RED CROSS TRAININ	01115391	CL711346	\$100.00
07/20/17	536	0950		3002901		99998	REESA RICE	RMB 67-8/17 RED CROSS TRAININ	01115395	CL711350	\$100.00
07/20/17	536	0950		3002901		99998	SEANN FRANCOIS	RMB 67-8/17 RED CROSS TRAININ	01115389	CL711344	\$100.00
07/20/17	536	0950		3002901		99998	TATUM THOMAS	RMB 67-8/17 RED CROSS TRAININ	01115399	CL711354	\$100.00
08/24/17	536	0950		3002901		186	CITY OF SUSANVILLE	RMB TRAINING THRU 6/30/17	01116754	CL712565	\$270.72
							Account 5360950 3002901			Total:	\$1,770.72
08/03/17	536	0950		3003000		12356	C&S WASTE SOLUTIONS	6/14-7/1/17 AC30118569 HLVR	01115860	CL711650	\$302.83
08/03/17	536	0950		3003000		841	SUSANVILLE SANITARY DISTRICT	7/1-8/31/17 800 SOUTH ST	01115866	CL711652	\$156.00
08/10/17	536	0950		3003000		10037	MARTIN SECURITY SYSTEMS, INC	AUG17 HLVR 66 N.LASSEN	01116194	CL712012	\$230.00
08/10/17	536	0950		3003000		186	CITY OF SUSANVILLE	7/11-7/31/17 HL.VRA	01116195	CL712013	\$191.80
08/17/17	536	0950		3003000		12356	C&S WASTE SOLUTIONS	8/1/17 30-118569 HLVR	01116445	CL712166	\$202.98
09/07/17	536	0950		3003000		186	CITY OF SUSANVILLE	7/14-8/7/17 HLVR 800 SOUTH ST	01117302	CL713146	\$9.14
09/14/17	536	0950		3003000		12356	C&S WASTE SOLUTIONS	9/1/17 HLVR 30-11856-9	01117503	CL713298	\$198.44
10/19/17	536	0950		3003000		12356	C&S WASTE SOLUTIONS	10/2/17 30-118569 HLVR	01119048	CL714738	\$198.44
11/06/17	536	0950		3003000		10037	MARTIN SECURITY SYSTEMS, INC	COR#1116194.AUG17	00000001	JE000660	(\$230.00)
11/06/17	536	0950		3003000		186	CITY OF SUSANVILLE	COR#1116195 7/1-7/31/17	00000001	JE000661	(\$191.80)
11/06/17	536	0950		3003000		186	CITY OF SUSANVILLE	COR#1117302 7/14-8/7/17	00000001	JE000661	(\$9.14)

County of Lassen Expenditure Detail with Account Totals

Date	FD	BU	CC	Acct	Prog	Vendor	Vendor Name	Description	WT #	DOC #	Amount
11/07/17	536	0950		3003000		841	SUSANVILLE SANITARY DISTRICT	COR#1115866 7/1-8/31/17 800SOU	00000001	JE000663	(\$156.00)
							Account 5360950 3003000			Total:	\$902.69
09/07/17	536	0950		3003010		515	LMUD	7/26-8/22/17 800 SOUTH ST HLVR	01117301	CL713144	\$921.63
10/19/17	536	0950		3003010		515	LMUD	8/22-9/22/17 800 SOUTH HLVR	01119051	CL714742	\$1,391.54
11/09/17	536	0950		3003010		515	LMUD	9/22-10/24/17 800 SOUTH 390772	01119961	CL715679	\$1,414.78
							Account 5360950 3003010			Total:	\$3,727.95
11/07/17	536	0950		3003030		841	SUSANVILLE SANITARY DISTRICT	COR#1115866 7/1-8/31/17 800SOU	00000001	JE000663	\$156.00
11/09/17	536	0950		3003030		841	SUSANVILLE SANITARY DISTRICT	11/1-12/31/17 3204 800SOUTH	01119962	CL715680	\$327.60
							Account 5360950 3003030			Total:	\$483.60
10/19/17	536	0950		3003050		186	CITY OF SUSANVILLE	8/7-9/7/17 105-0022 HLVR	01119055	CL714746	\$296.75
11/06/17	536	0950		3003050		186	CITY OF SUSANVILLE	COR#1116195 7/11-7/31/17	00000001	JE000661	\$191.80
11/06/17	536	0950		3003050		186	CITY OF SUSANVILLE	COR#1117302 7/14-8/7/17	00000001	JE000661	\$9.14
11/09/17	536	0950		3003050		186	CITY OF SUSANVILLE	9/7-10/10/17 105.0022 HLVR	01119924	CL715569	\$9,404.49
							Account 5360950 3003050			Total:	\$9,902.18
08/03/17	536	0950		3006050		11742	RICHARD L. WILLIAMS	1503 5/31/17 HLVR	01115868	CL711654	\$831.19
08/03/17	536	0950		3006050		11742	RICHARD L. WILLIAMS	1509 6/14/17 HLVR	01115867	CL711653	\$1,261.26
08/17/17	536	0950		3006050		5231	MELISSA L MCCOY	6/1/17 LANDSCAPING POOL	01116446	CL712167	\$1,467.70
08/24/17	536	0950		3006050		186	CITY OF SUSANVILLE	RMB LANDSCAP THRU 6/30/17	01116754	CL712565	\$14,014.64
10/26/17	536	0950		3006050		186	CITY OF SUSANVILLE	RMB LANDSCAPING THRU 9/22/17	01119431	CL715149	\$307.03
							Account 5360950 3006050			Total:	\$17,881.82
07/27/17	536	0950		3006100		13897	MODERN BUILDING INC.	6/26/17 BUILD POOL	01115622	CL711371	\$110,265.41
09/14/17	536	0950		3006100		14444	KNORR SYSTEMS, INC.	SI194251 8/24/17 PO175143 HLVR	01117472	CL713468	\$8,675.04
09/14/17	536	0950		3006100		14444	KNORR SYSTEMS, INC.	SI194258 8/24/17 PO175144 HLVR	01117472	CL713468	\$5,737.88
							Account 5360950 3006100			Total:	\$124,678.33
Total Budget Year Expenditures:											\$341,736.19
Grand Total:											\$341,736.19

C O U N T Y O F L A S S E N
A U D I T O R - C O N T R O L L E R
D E P A R T M E N T A L R E V E N U E S T A T U S R E P O R T

Percent of year elapsed 100.0%

Account	Account Name	Budget Unit	095-0	COMMUNITY POOL CONSTRUCTION	Cost Center	NONE
			Adopted	Adjusted	Revenue	Percent
			Estimated	Revenue	Received	Revenues
			Revenue	Estimated	Received	Received
REVENUE FR USE OF MONEY & PROP						
2003000 INTEREST			.00	.00	-930.16	0% **
2003203 DAILY PASSES			50,000.00	50,000.00	-25,611.89	51%
2003204 MONTHLY PASSES			60,000.00	60,000.00	-36,077.70	60% **
2003206 SWIM TEAM ACADEMY			.00	.00	-5,560.00	0% **
2003212 RENTALS AND CONCESSIONS			24,000.00	24,000.00	-252.00	1%
MAJOR OBJECT TOTAL			134,000.00	134,000.00	-68,431.75	51%
INTERGOVT REVENUE-OTHER						
2007400 OTHER-GOVERNMENTAL AGENCIES			160,000.00	160,000.00	-80,000.00	50%
MAJOR OBJECT TOTAL			160,000.00	160,000.00	-80,000.00	50%
CHARGES FOR SERVICES						
2010611 SWIM LESSONS			56,000.00	56,000.00	-23,183.04	41%
2010660 POOL PROGRAMS			46,000.00	46,000.00	-4,351.53	9%
2010661 PARTYS AND SPECIAL EVENTS			9,000.00	9,000.00	-739.13	8%
MAJOR OBJECT TOTAL			111,000.00	111,000.00	-28,273.70	25%
MISCELLANEOUS						
2011200 MISCELLANEOUS			.00	.00	-255.88	0% **
MAJOR OBJECT TOTAL			.00	.00	-255.88	0%
OTHER FINANCING SOURCES						
2012400 OTHER - TRUST TRANSFERS			10,412.00	10,412.00	.00	0%
MAJOR OBJECT TOTAL			10,412.00	10,412.00	.00	0%
COST CENTER TOTAL			415,412.00	415,412.00	-176,961.33	43%
BUDGET UNIT TOTAL			415,412.00	415,412.00	-176,961.33	43%
FUND TOTAL			415,412.00	415,412.00	-176,961.33	43%

Date	ID	B/U	C/C	Account	Program	Vendor	Vendor Name	Description	Warrant Number	DOC #	Amount
07/03/2017	536	0950		2003000	0	0	UNASSIGNED VENDOR	Programs - Deposit 7/3/2017		DPI19104	(\$14.00)
10/01/2017	536	0950		2003000	0	0	UNASSIGNED VENDOR	JUL-SEP INTEREST APPORTIONME		JE000376	(\$916.16)
07/03/2017	536	0950		2003203	0	0	UNASSIGNED VENDOR	DAILY PASS		DPI19092	(\$316.00)
07/03/2017	536	0950		2003203	0	0	UNASSIGNED VENDOR	MONTHLY PASS		DPI19092	(\$545.00)
07/03/2017	536	0950		2003203	0	0	UNASSIGNED VENDOR	Pool Deposit 7/3/2017		DPI19104	(\$1,421.00)
07/14/2017	536	0950		2003203	0	0	UNASSIGNED VENDOR	6/29/17		DPI19286	(\$166.00)
07/14/2017	536	0950		2003203	0	0	UNASSIGNED VENDOR	6/30/17		DPI19287	(\$100.00)
07/14/2017	536	0950		2003203	0	0	UNASSIGNED VENDOR	7/1/17		DPI19288	(\$250.00)
07/14/2017	536	0950		2003203	0	0	UNASSIGNED VENDOR	7/10/17		DPI19297	(\$336.00)
07/14/2017	536	0950		2003203	0	0	UNASSIGNED VENDOR	7/11/17		DPI19298	(\$312.00)
07/14/2017	536	0950		2003203	0	0	UNASSIGNED VENDOR	7/12/17		DPI19299	(\$563.00)
07/14/2017	536	0950		2003203	0	0	UNASSIGNED VENDOR	7/13/17		DPI19300	(\$408.00)
07/14/2017	536	0950		2003203	0	0	UNASSIGNED VENDOR	7/2/17		DPI19289	(\$185.00)
07/14/2017	536	0950		2003203	0	0	UNASSIGNED VENDOR	7/3/17		DPI19291	(\$359.00)
07/14/2017	536	0950		2003203	0	0	UNASSIGNED VENDOR	7/4/17		DPI19292	(\$90.00)
07/14/2017	536	0950		2003203	0	0	UNASSIGNED VENDOR	7/5/17		DPI19293	(\$262.00)
07/14/2017	536	0950		2003203	0	0	UNASSIGNED VENDOR	7/6/17		DPI19294	(\$519.00)
07/14/2017	536	0950		2003203	0	0	UNASSIGNED VENDOR	7/7/17		DPI19295	(\$716.00)
07/14/2017	536	0950		2003203	0	0	UNASSIGNED VENDOR	7/8/17		DPI19290	(\$538.00)
07/14/2017	536	0950		2003203	0	0	UNASSIGNED VENDOR	7/9/17		DPI19296	(\$356.00)
07/19/2017	536	0950		2003203	0	0	UNASSIGNED VENDOR	Pool Rec 7/14/17		DPI19370	(\$507.00)
07/19/2017	536	0950		2003203	0	0	UNASSIGNED VENDOR	Pool Rec 7/15/17		DPI19371	(\$728.00)
07/19/2017	536	0950		2003203	0	0	UNASSIGNED VENDOR	Pool Rec 7/16/17		DPI19372	(\$473.75)
07/19/2017	536	0950		2003203	0	0	UNASSIGNED VENDOR	Pool Receipts 7/17/17		DPI19373	(\$493.20)
07/21/2017	536	0950		2003203	0	0	UNASSIGNED VENDOR	POOL 7/18/17		DPI19420	(\$568.00)
07/21/2017	536	0950		2003203	0	0	UNASSIGNED VENDOR	POOL 7/19/17		DPI19421	(\$306.00)
07/28/2017	536	0950		2003203	0	0	UNASSIGNED VENDOR	FOR BUSINESS 6/28 - 7/21		DPI19550	(\$1,568.27)
07/28/2017	536	0950		2003203	0	0	UNASSIGNED VENDOR	POOL 7/20/17		DPI19551	(\$342.00)
07/28/2017	536	0950		2003203	0	0	UNASSIGNED VENDOR	POOL 7/21/2017		DPI19552	(\$172.00)
07/28/2017	536	0950		2003203	0	0	UNASSIGNED VENDOR	POOL 7/22/207		DPI19553	(\$312.00)
07/28/2017	536	0950		2003203	0	0	UNASSIGNED VENDOR	POOL 7/23/2017		DPI19554	(\$322.00)
07/28/2017	536	0950		2003203	0	0	UNASSIGNED VENDOR	POOL 7/24/2017		DPI19555	(\$242.10)
07/28/2017	536	0950		2003203	0	0	UNASSIGNED VENDOR	POOL 7/25/2017		DPI19556	(\$312.00)
07/28/2017	536	0950		2003203	0	0	UNASSIGNED VENDOR	POOL 7/26/2016		DPI19557	(\$275.00)
07/28/2017	536	0950		2003203	0	0	UNASSIGNED VENDOR	POOL 7/27/2017		DPI19558	(\$433.20)
08/02/2017	536	0950		2003203	0	0	UNASSIGNED VENDOR	7/28/2017		DPI19650	(\$454.25)
08/02/2017	536	0950		2003203	0	0	UNASSIGNED VENDOR	7/29/2017		DPI19651	(\$374.00)
08/02/2017	536	0950		2003203	0	0	UNASSIGNED VENDOR	7/30/2017		DPI19649	(\$350.00)
08/04/2017	536	0950		2003203	0	0	UNASSIGNED VENDOR	7/31/2017		DPI19682	(\$314.00)

For Fiscal Year 2018

From 7/1/2017 to 11/15/2017

Revenue and Trust
Revenue Account Detail - DI

Print Date 11/15/2017

User: dwemple
1 of 6

Date	FD	B/U	C/C	Account	Program	Vendor	Vendor Name	Description	Warrant Number	DOC #	Amount
08/04/2017	536	0950		2003203		0	UNASSIGNED VENDOR	8/1/2017		DPI19683	(\$364.00)
08/07/2017	536	0950		2003203		0	UNASSIGNED VENDOR	8/2/2017		DPI19703	(\$220.00)
08/07/2017	536	0950		2003203		0	UNASSIGNED VENDOR	8/3/2017		DPI19704	(\$250.00)
08/07/2017	536	0950		2003203		0	UNASSIGNED VENDOR	8/4/2017		DPI19705	(\$288.00)
08/07/2017	536	0950		2003203		0	UNASSIGNED VENDOR	8/5/2017		DPI19706	(\$90.00)
08/07/2017	536	0950		2003203		0	UNASSIGNED VENDOR	8/6/2017		DPI19707	(\$118.00)
08/11/2017	536	0950		2003203		0	UNASSIGNED VENDOR	8/11/17		DPI19785	(\$613.31)
08/11/2017	536	0950		2003203		0	UNASSIGNED VENDOR	8/7/17		DPI19781	(\$176.00)
08/11/2017	536	0950		2003203		0	UNASSIGNED VENDOR	8/8/17		DPI19782	(\$160.00)
08/11/2017	536	0950		2003203		0	UNASSIGNED VENDOR	8/9/17		DPI19783	(\$323.00)
08/14/2017	536	0950		2003203		0	UNASSIGNED VENDOR	8/10/2017		DPI19820	(\$268.90)
08/14/2017	536	0950		2003203		0	UNASSIGNED VENDOR	8/11/2017		DPI19821	(\$230.00)
08/14/2017	536	0950		2003203		0	UNASSIGNED VENDOR	8/12/2017		DPI19822	(\$362.00)
08/14/2017	536	0950		2003203		0	UNASSIGNED VENDOR	8/13/2017		DPI19823	(\$324.00)
08/17/2017	536	0950		2003203		0	UNASSIGNED VENDOR	8/15/2017		DPI19892	(\$212.00)
08/17/2017	536	0950		2003203		0	UNASSIGNED VENDOR	8/17/17		DPI19891	(\$164.00)
08/21/2017	536	0950		2003203		0	UNASSIGNED VENDOR	8/16/2017		DPI19931	(\$312.00)
08/21/2017	536	0950		2003203		0	UNASSIGNED VENDOR	8/17/2017		DPI19932	(\$128.00)
08/21/2017	536	0950		2003203		0	UNASSIGNED VENDOR	8/20/2017		DPI19934	(\$106.00)
08/21/2017	536	0950		2003203		0	UNASSIGNED VENDOR	DAILY PASSES		DPI19929	(\$204.00)
08/25/2017	536	0950		2003203		0	UNASSIGNED VENDOR	DAILY PASSES		DPI19933	(\$294.00)
08/25/2017	536	0950		2003203		0	UNASSIGNED VENDOR	8/21/2017		DPI20008	(\$98.00)
08/25/2017	536	0950		2003203		0	UNASSIGNED VENDOR	8/22/2017		DPI20009	(\$76.00)
08/25/2017	536	0950		2003203		0	UNASSIGNED VENDOR	8/23/2017		DPI20010	(\$98.00)
08/25/2017	536	0950		2003203		0	UNASSIGNED VENDOR	8/24/2017		DPI20012	(\$462.91)
09/14/2017	536	0950		2003203		0	UNASSIGNED VENDOR	HLVRA TRANSFER		DPI20311	(\$1,324.00)
10/24/2017	536	0950		2003203		0	UNASSIGNED VENDOR	SEPT 2017 CREDIT CARD TRANS		DPI20926	(\$2,357.00)
07/03/2017	536	0950		2003204		0	UNASSIGNED VENDOR	Pool Deposit 7/3/2017		DPI19104	(\$960.00)
07/14/2017	536	0950		2003204		0	UNASSIGNED VENDOR	6/29/17		DPI19286	(\$210.00)
07/14/2017	536	0950		2003204		0	UNASSIGNED VENDOR	6/30/17		DPI19287	(\$20.00)
07/14/2017	536	0950		2003204		0	UNASSIGNED VENDOR	7/1/17		DPI19288	(\$80.00)
07/14/2017	536	0950		2003204		0	UNASSIGNED VENDOR	7/10/17		DPI19297	(\$254.00)
07/14/2017	536	0950		2003204		0	UNASSIGNED VENDOR	7/11/17		DPI19298	(\$109.00)
07/14/2017	536	0950		2003204		0	UNASSIGNED VENDOR	7/12/17		DPI19299	(\$156.00)
07/14/2017	536	0950		2003204		0	UNASSIGNED VENDOR	7/13/17		DPI19300	(\$490.00)
07/14/2017	536	0950		2003204		0	UNASSIGNED VENDOR	7/2/17		DPI19289	(\$40.00)
07/14/2017	536	0950		2003204		0	UNASSIGNED VENDOR	7/3/17		DPI19291	(\$140.00)
07/14/2017	536	0950		2003204		0	UNASSIGNED VENDOR	7/4/17		DPI19292	(\$310.00)
07/14/2017	536	0950		2003204		0	UNASSIGNED VENDOR	7/5/17		DPI19293	(\$200.00)

Date	FD	B/U	C/C	Account	Program	Vendor	Vendor Name	Description	Warrant Number	DOC #	Amount
07/14/2017	536	0950		2003204		0	UNASSIGNED VENDOR	7/6/17		DP119294	(\$457.00)
07/14/2017	536	0950		2003204		0	UNASSIGNED VENDOR	7/7/17		DP119295	(\$192.00)
07/14/2017	536	0950		2003204		0	UNASSIGNED VENDOR	7/8/17		DP119290	(\$215.00)
07/14/2017	536	0950		2003204		0	UNASSIGNED VENDOR	7/9/17		DP119296	(\$115.00)
07/19/2017	536	0950		2003204		0	UNASSIGNED VENDOR	Pool Rec 7/14/17		DP119370	(\$185.00)
07/19/2017	536	0950		2003204		0	UNASSIGNED VENDOR	Pool Rec 7/15/17		DP119371	(\$40.00)
07/19/2017	536	0950		2003204		0	UNASSIGNED VENDOR	Pool Rec 7/16/17		DP119372	(\$10.00)
07/19/2017	536	0950		2003204		0	UNASSIGNED VENDOR	Pool Receipts 7/17/17		DP119373	(\$782.00)
07/21/2017	536	0950		2003204		0	UNASSIGNED VENDOR	POOL 7/18/17		DP119420	(\$70.00)
07/28/2017	536	0950		2003204		0	UNASSIGNED VENDOR	FOR BUSINESS 6/28 - 7/21		DP119550	(\$11,502.60)
07/28/2017	536	0950		2003204		0	UNASSIGNED VENDOR	POOL 7/20/17		DP119551	(\$130.00)
07/28/2017	536	0950		2003204		0	UNASSIGNED VENDOR	POOL 7/22/207		DP119553	(\$57.00)
07/28/2017	536	0950		2003204		0	UNASSIGNED VENDOR	POOL 7/23/2017		DP119554	(\$60.00)
07/28/2017	536	0950		2003204		0	UNASSIGNED VENDOR	POOL 7/25/2017		DP119556	(\$24.00)
07/28/2017	536	0950		2003204		0	UNASSIGNED VENDOR	POOL 7/26/2016		DP119557	(\$35.00)
07/28/2017	536	0950		2003204		0	UNASSIGNED VENDOR	POOL 7/27/2017		DP119558	(\$72.00)
08/02/2017	536	0950		2003204		0	UNASSIGNED VENDOR	7/28/2017		DP119650	(\$60.00)
08/02/2017	536	0950		2003204		0	UNASSIGNED VENDOR	7/29/2017		DP119651	(\$130.00)
08/02/2017	536	0950		2003204		0	UNASSIGNED VENDOR	7/30/2017		DP119649	(\$20.00)
08/04/2017	536	0950		2003204		0	UNASSIGNED VENDOR	7/31/2017		DP119682	(\$322.00)
08/04/2017	536	0950		2003204		0	UNASSIGNED VENDOR	8/1/2017		DP119683	(\$1,134.00)
08/07/2017	536	0950		2003204		0	UNASSIGNED VENDOR	8/2/2017		DP119703	(\$711.00)
08/07/2017	536	0950		2003204		0	UNASSIGNED VENDOR	8/5/2017		DP119704	(\$423.00)
08/07/2017	536	0950		2003204		0	UNASSIGNED VENDOR	8/4/2017		DP119705	(\$399.00)
08/07/2017	536	0950		2003204		0	UNASSIGNED VENDOR	8/5/2017		DP119706	(\$112.00)
08/11/2017	536	0950		2003204		0	UNASSIGNED VENDOR	8/11/17		DP119785	(\$5,804.25)
08/11/2017	536	0950		2003204		0	UNASSIGNED VENDOR	8/7/17		DP119781	(\$239.00)
08/11/2017	536	0950		2003204		0	UNASSIGNED VENDOR	8/8/17		DP119782	(\$20.00)
08/11/2017	536	0950		2003204		0	UNASSIGNED VENDOR	8/9/17		DP119783	(\$121.00)
08/14/2017	536	0950		2003204		0	UNASSIGNED VENDOR	8/10/2017		DP119820	(\$105.00)
08/14/2017	536	0950		2003204		0	UNASSIGNED VENDOR	8/11/2017		DP119821	(\$115.00)
08/14/2017	536	0950		2003204		0	UNASSIGNED VENDOR	8/12/2017		DP119822	(\$135.00)
08/17/2017	536	0950		2003204		0	UNASSIGNED VENDOR			DP119891	(\$60.00)
08/21/2017	536	0950		2003204		0	UNASSIGNED VENDOR	8/17/2017		DP119932	(\$150.00)
08/25/2017	536	0950		2003204		0	UNASSIGNED VENDOR	8/22/2017		DP120009	(\$90.00)
08/25/2017	536	0950		2003204		0	UNASSIGNED VENDOR	8/23/2017		DP120010	(\$20.00)
08/25/2017	536	0950		2003204		0	UNASSIGNED VENDOR	8/24/2017		DP120012	(\$2,273.64)
09/14/2017	536	0950		2003204		0	UNASSIGNED VENDOR	HILVRA TRANSFER		DP120311	(\$1,937.50)
10/24/2017	536	0950		2003204		0	UNASSIGNED VENDOR	SEPT 2017 CREDIT CARD TRANS		DP120926	(\$4,780.71)

For Fiscal Year 2018

From 7/1/2017 to 11/15/2017

Revenue and Trust
Revenue Account Detail - DL

Date	ID	B/U	C/C	Account	Program	Vendor	Vendor Name	Description	Warrant Number	DOC #	Amount
08/25/2017	536	0950		2003206		0	UNASSIGNED VENDOR	8/22/2017		DP120009	(\$110.00)
09/14/2017	536	0950		2003206		0	UNASSIGNED VENDOR	HL VRA TRANSFER		DP120311	(\$5,220.00)
09/29/2017	536	0950		2003206		0	UNASSIGNED VENDOR	NSF CK#503		CM000235	\$130.00
09/30/2017	536	0950		2003206		0	UNASSIGNED VENDOR	REV CM235		CM000245	(\$130.00)
10/24/2017	536	0950		2003206		0	UNASSIGNED VENDOR	SEPT 2017 CREDIT CARD TRANS		DP120926	(\$230.00)
07/03/2017	536	0950		2003212		0	UNASSIGNED VENDOR	Pool deposit 7-3-2017		DP119104	(\$2.00)
09/14/2017	536	0950		2003212		0	UNASSIGNED VENDOR	HL VRA TRANSFER		DP120311	(\$250.00)
07/17/2017	536	0950		2007400		186	CITY OF SUSANVILLE	City 7/17/17HLVRA CONTRIBUTION		DP119313	(\$80,000.00)
07/03/2017	536	0950		2010611		0	UNASSIGNED VENDOR	Pool Deposit 7/3/2017		DP119104	(\$90.00)
07/03/2017	536	0950		2010611		0	UNASSIGNED VENDOR	SWIM LESSON		DP119092	(\$80.00)
07/14/2017	536	0950		2010611		0	UNASSIGNED VENDOR	7/10/17		DP119297	(\$290.00)
07/14/2017	536	0950		2010611		0	UNASSIGNED VENDOR	7/11/17		DP119298	(\$35.00)
07/14/2017	536	0950		2010611		0	UNASSIGNED VENDOR	7/3/17		DP119291	(\$800.00)
07/19/2017	536	0950		2010611		0	UNASSIGNED VENDOR	Pool Rec 7/14/17		DP119370	(\$170.00)
07/19/2017	536	0950		2010611		0	UNASSIGNED VENDOR	Pool Rec 7/15/17		DP119371	(\$90.00)
07/19/2017	536	0950		2010611		0	UNASSIGNED VENDOR	Pool Rec 7/16/17		DP119372	(\$160.00)
07/19/2017	536	0950		2010611		0	UNASSIGNED VENDOR	Pool Receipts 7/17/17		DP119373	(\$730.00)
07/21/2017	536	0950		2010611		0	UNASSIGNED VENDOR	POOL 7/19/17		DP119421	(\$630.00)
07/28/2017	536	0950		2010611		0	UNASSIGNED VENDOR	FOR BUSINESS 6/28 - 7/21		DP119550	(\$9,848.94)
07/28/2017	536	0950		2010611		0	UNASSIGNED VENDOR	POOL 7/20/17		DP119551	(\$40.00)
07/28/2017	536	0950		2010611		0	UNASSIGNED VENDOR	POOL 7/22/207		DP119553	(\$40.00)
07/28/2017	536	0950		2010611		0	UNASSIGNED VENDOR	POOL 7/24/2017		DP119555	(\$200.00)
08/02/2017	536	0950		2010611		0	UNASSIGNED VENDOR	POOL 7/27/2017		DP119558	(\$260.00)
08/04/2017	536	0950		2010611		0	UNASSIGNED VENDOR	POOL 7/28/2017		DP119650	(\$480.00)
08/07/2017	536	0950		2010611		0	UNASSIGNED VENDOR	7/31/2017		DP119682	(\$320.00)
08/11/2017	536	0950		2010611		0	UNASSIGNED VENDOR	8/2/2017		DP119703	(\$170.00)
08/11/2017	536	0950		2010611		0	UNASSIGNED VENDOR	8/11/17		DP119785	(\$5,355.02)
08/11/2017	536	0950		2010611		0	UNASSIGNED VENDOR	8/7/17		DP119781	(\$35.00)
08/11/2017	536	0950		2010611		0	UNASSIGNED VENDOR	8/9/17		DP119783	(\$150.00)
08/14/2017	536	0950		2010611		0	UNASSIGNED VENDOR	8/10/2017		DP119820	(\$35.00)
08/14/2017	536	0950		2010611		0	UNASSIGNED VENDOR	8/11/2017		DP119821	(\$210.00)
08/14/2017	536	0950		2010611		0	UNASSIGNED VENDOR	8/13/2017		DP119823	(\$25.00)
08/17/2017	536	0950		2010611		0	UNASSIGNED VENDOR			DP119891	(\$35.00)
08/21/2017	536	0950		2010611		0	UNASSIGNED VENDOR	8/17/2017		DP119932	(\$305.00)
08/25/2017	536	0950		2010611		0	UNASSIGNED VENDOR	8/22/2017		DP120009	(\$185.00)
08/25/2017	536	0950		2010611		0	UNASSIGNED VENDOR	8/24/2017		DP120012	(\$1,232.08)
09/14/2017	536	0950		2010611		0	UNASSIGNED VENDOR	HL VRA TRANSFER		DP120311	(\$740.00)
10/24/2017	536	0950		2010611		0	UNASSIGNED VENDOR	SEPT 2017 CREDIT CARD TRANS		DP120926	(\$442.00)
07/14/2017	536	0950		2010660		0	UNASSIGNED VENDOR	7/5/17		DP119293	(\$13.00)

Date	ED	B/U	C/C	Account	Program	Vendor	Vendor Name	Description	Warrant Number	DOC #	Amount
07/14/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	PROGRAMMING		DP119288	(\$6.00)
07/14/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	PROGRAMMING		DP119291	(\$14.00)
07/14/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	PROGRAMMING		DP119292	(\$6.00)
07/14/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	PROGRAMMING		DP119297	(\$53.00)
07/14/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	PROGRAMMING		DP119298	(\$34.00)
07/14/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	PROGRAMMING		DP119299	(\$56.00)
07/14/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	PROGRAMMING		DP119300	(\$26.00)
07/19/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	Pool Rec 7/14/17		DP119370	(\$54.00)
07/19/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	Pool Receipts 7/17/17		DP119373	(\$62.00)
07/21/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	POOL 7/18/17		DP119420	(\$96.00)
07/21/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	POOL 7/19/17		DP119421	(\$32.00)
07/28/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	7/26/2017		DP119557	(\$62.00)
07/28/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	FOR BUSINESS 6/28 - 7/21		DP119550	(\$94.61)
07/28/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	POOL 7/20/17		DP119551	(\$122.00)
07/28/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	POOL 7/21/2017		DP119552	(\$34.00)
07/28/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	POOL 7/22/207		DP119553	(\$32.00)
07/28/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	POOL 7/24/2017		DP119555	(\$82.00)
07/28/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	POOL 7/25/2017		DP119556	(\$120.00)
07/28/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	POOL 7/27/2017		DP119558	(\$134.00)
08/02/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	7/29/2017		DP119651	(\$82.00)
08/02/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	POOL 7/28/2017		DP119650	(\$74.00)
08/04/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	7/31/2017		DP119682	(\$98.00)
08/04/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	8/1/2017		DP119683	(\$38.00)
08/07/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	8/2/2017		DP119703	(\$36.00)
08/07/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	8/3/2017		DP119704	(\$38.00)
08/07/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	8/4/2017		DP119705	(\$42.00)
08/07/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	8/5/2017		DP119706	(\$32.00)
08/11/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	8/11/17		DP119785	(\$77.26)
08/11/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	8/7/17		DP119781	(\$50.00)
08/11/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	8/8/17		DP119782	(\$70.00)
08/11/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	8/9/17		DP119783	(\$70.00)
08/14/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	8/10/2017		DP119820	(\$38.00)
08/14/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	8/11/2017		DP119821	(\$86.00)
08/14/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	8/12/2017		DP119822	(\$40.00)
08/17/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	8/15/2017		DP119891	(\$48.00)
08/17/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	8/16/2017		DP119892	(\$28.00)
08/21/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	8/17/2017		DP119931	(\$36.00)
08/21/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	POOL PROGRAMS		DP119932	(\$46.00)
08/21/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR			DP119929	(\$46.00)

Date	FD	B/U	C/C	Account	Program	Vendor	Vendor Name	Description	Warrant Number	DOC#	Amount
08/21/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	POOL PROGRAMS		DP119933	(\$16.00)
08/25/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	8/21/2017		DP120008	(\$48.00)
08/25/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	8/22/2017		DP120009	(\$32.00)
08/25/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	8/23/2017		DP120010	(\$60.00)
08/25/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	8/24/2017		DP120012	(\$815.66)
09/14/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	HLVRA TRANSFER		DP120311	(\$368.00)
10/24/2017	536	0950		2010660	0	0	UNASSIGNED VENDOR	SEPT 2017 CREDIT CARD TRANS		DP120926	(\$804.00)
07/14/2017	536	0950		2010661	0	0	UNASSIGNED VENDOR	7/6/17		DP119294	(\$200.00)
07/19/2017	536	0950		2010661	0	0	UNASSIGNED VENDOR	Pool Rec 7/15/17		DP119371	(\$50.00)
07/28/2017	536	0950		2010661	0	0	UNASSIGNED VENDOR	FOR BUSINESS 6/28 - 7/21		DP119550	(\$489.13)
07/14/2017	536	0950		2011200	0	0	UNASSIGNED VENDOR	7/6/17		DP119294	(\$36.00)
07/14/2017	536	0950		2011200	0	0	UNASSIGNED VENDOR	7/7/17		DP119295	(\$56.00)
07/14/2017	536	0950		2011200	0	0	UNASSIGNED VENDOR	7/9/17		DP119296	(\$2.00)
07/14/2017	536	0950		2011200	0	0	UNASSIGNED VENDOR	PROGRAMMING		DP119290	(\$65.00)
07/19/2017	536	0950		2011200	0	0	UNASSIGNED VENDOR	Pool Rec 7/15/17		DP119371	(\$1.00)
07/19/2017	536	0950		2011200	0	0	UNASSIGNED VENDOR	Pool Receipts 7/17/17		DP119373	(\$1.00)
07/28/2017	536	0950		2011200	0	0	UNASSIGNED VENDOR	LOCK		DP119555	(\$1.00)
07/28/2017	536	0950		2011200	0	0	UNASSIGNED VENDOR	LOCK		DP119558	(\$2.00)
07/28/2017	536	0950		2011200	0	0	UNASSIGNED VENDOR	LOCK RENTAL		DP119553	(\$1.00)
08/02/2017	536	0950		2011200	0	0	UNASSIGNED VENDOR	LOCK 7/28/2017		DP119650	(\$1.00)
08/02/2017	536	0950		2011200	0	0	UNASSIGNED VENDOR	LOCKS 7/29/2017		DP119651	(\$1.00)
08/07/2017	536	0950		2011200	0	0	UNASSIGNED VENDOR	8/3/2017		DP119704	(\$1.00)
08/07/2017	536	0950		2011200	0	0	UNASSIGNED VENDOR	LOCK		DP119703	(\$1.00)
08/07/2017	536	0950		2011200	0	0	UNASSIGNED VENDOR	LOCKS		DP119705	(\$1.00)
08/11/2017	536	0950		2011200	0	0	UNASSIGNED VENDOR	LOCK RENTAL		DP119782	(\$23.00)
08/14/2017	536	0950		2011200	0	0	UNASSIGNED VENDOR	LOCKS		DP119821	(\$2.00)
08/21/2017	536	0950		2011200	0	0	UNASSIGNED VENDOR	MISC		DP119933	(\$2.00)
08/21/2017	536	0950		2011200	0	0	UNASSIGNED VENDOR	MISC.		DP119929	(\$2.00)
08/25/2017	536	0950		2011200	0	0	UNASSIGNED VENDOR	8/24/2017		DP120012	(\$7.88)
08/25/2017	536	0950		2011200	0	0	UNASSIGNED VENDOR	LOCKS		DP120010	(\$1.00)
10/24/2017	536	0950		2011200	0	0	UNASSIGNED VENDOR	SEPT 2017 CREDIT CARD TRANS		DP120926	(\$48.00)
											(\$176,961.33)

Submitted By: Heidi Whitlock, Secretary

Action Date: November 21, 2017

HLVRA AGENDA ITEM

PRESENTED BY: Dan Newton, Executive Officer

SUBJECT: Approval of City Reimbursement Request for Staff Services and related costs.

SUMMARY: The HLVRA has contracted with the City of Susanville to perform Administrative, Management and Operational services. The City has submitted a reimbursement request for both administrative and pool staff services and landscaping costs related to the pool.

FISCAL IMPACT: \$19,711.77

ACTION REQUESTED: Motion to approve City reimbursement request.

ATTACHMENTS: Reimbursement Request with documentation



**City of Susanville
Administrative Services Department**

66 North Lassen Street
Susanville, CA 96130
(530) 252-5115

INVOICE

Invoice Date: November 21, 2017

Account #: 4493

Honey Lake Valley Recreation Authority
c/o Lassen County
221 S. Roop St., Suite 1
Susanville, CA 96130

TOTAL DUE: \$19,711.77
Payment Due: UPON RECEIPT

SUBJECT: Reimbursement for Administrative, Management & Operational Services and Associated Direct Costs as well as Landscaping Costs through November 3, 2017.

Description:

Reimbursement for Administrative Services (through 11/3/17)	\$ 3,576.89
Reimbursement for Pool Employees (through 11/3/17)	\$ 15,642.53
Reimbursement for Landscaping Costs	\$ 492.35

TOTAL DUE \$ 19,711.77

**PLEASE REMIT THE BOTTOM PORTION OF THIS INVOICE WITH YOUR
PAYMENT TO THE ABOVE ADDRESS.**



Please Detach and Mail With Your Payment

PLEASE REMIT PAYMENT TO THE ADDRESS BELOW...THANK YOU

City of Susanville Administrative Services Department
66 North Lassen Street Susanville, CA 96130
(530) 252-5115 Fax (530) 257-4725

Account #4493

**HLVRA
c/o Lassen County
221 S. Roop St., Suite 1
Susanville, CA 96130**

Date of Invoice: October 18, 2017

Amount Due: \$19,711.77
Payment Due: UPON RECEIPT

Amount Paid: \$

City Account Code # (see Debi)

INVOICE



950 S. Rock Blvd.
Sparks, NV 89431
tel 775.359.5800 fax 775.359.4649
www.goblue.com

** to be reimbursed*

INVOICE NUMBER	INVOICE DATE
67163638	10/04/17
ACCOUNT NUMBER	SHIP TO ACCT NUM
35040M	35040

PLEASE REMIT PAYMENT TO:
WESTERN NEVADA SUPPLY
PO BOX 31001-1161
PASADENA, CA 91110-1161

7276 1 AB 0.403 E0408 I0650 D2904110103 S2 P4704351 0002:0005

SHIPPING ADDRESS

CITY OF SUSANVILLE
PUBLIC WORKS DEPT
66 NORTH LASSEN STREET
SUSANVILLE, CA. 96130-3904



CITY OF SUSANVILLE
PUBLIC WORKS DEPT
66 N LASSEN ST
SUSANVILLE CA 96130-3904

SOLD FROM		SHIPPED FROM		JOB NUMBER/NAME			PO NUMBER		WRITTEN BY	
WESTERN NEVADA SUPPLY - SUSANVILLE, CA		WESTERN NEVADA SUPPLY - SUSANVILLE, CA		POOL			THE POOL		SUBU	
SALESPERSON	JOB CONTACT	SHIP VIA		F.O.B.		ORDER DATE	DATE REQUIRED	SHIP DATE		
MARTY HEATH		WILL CALL		FULL FREIGHT ALLOWED		09/13/17	10/05/17	09/14/17		
ITEM NUMBER	DESCRIPTION	ORD QTY	SHIP QTY	B.O. QTY	UNIT PRICE	UNIT	EXT PRICE	DISC %	NET AMOUNT	
IEZFCA0013	LF WILK 1-1/2 950 XLT2 DOUBLE CHK ** ALL HVAC EQUIPMENT AND AIR CONDITIONING MUST BE INSTALLED BY A LICENSED HVAC AND EPA PROFESSIONAL ** DOW ORDERED MAT'L <i>FOR</i>	1	1	0	765.12	EA	765.12	40	459.07	
<i>Backflow for Landscaping Budget</i>										

Purchaser acknowledges delivery and receipt of the above goods in good condition. No material accepted for credit without approval. Returned material subject to handling and transportation charges. Delinquent accounts will be charged a 1 1/2% Service Charge per month (18% computed annually). If legal action is necessary to collect a delinquent account, purchaser agrees to pay a reasonable attorney's fee.

FREIGHT TOTAL	0.00
MDSE TOTAL	459.07
TAX	33.28
INVOICE TOTAL	\$492.35

ALL RETURNED MATERIAL MUST BE ACCOMPANIED BY THE ORIGINAL INVOICE NUMBER & DATE TERMS NET 30 DAYS

Submitted By: Quincy McCourt, Project Manager

Action Date: November 21, 2017

HLVRA AGENDA ITEM

PRESENTED BY: Quincy McCourt, Project Manager

SUBJECT: Discussion regarding 2016/2017 Pool Season

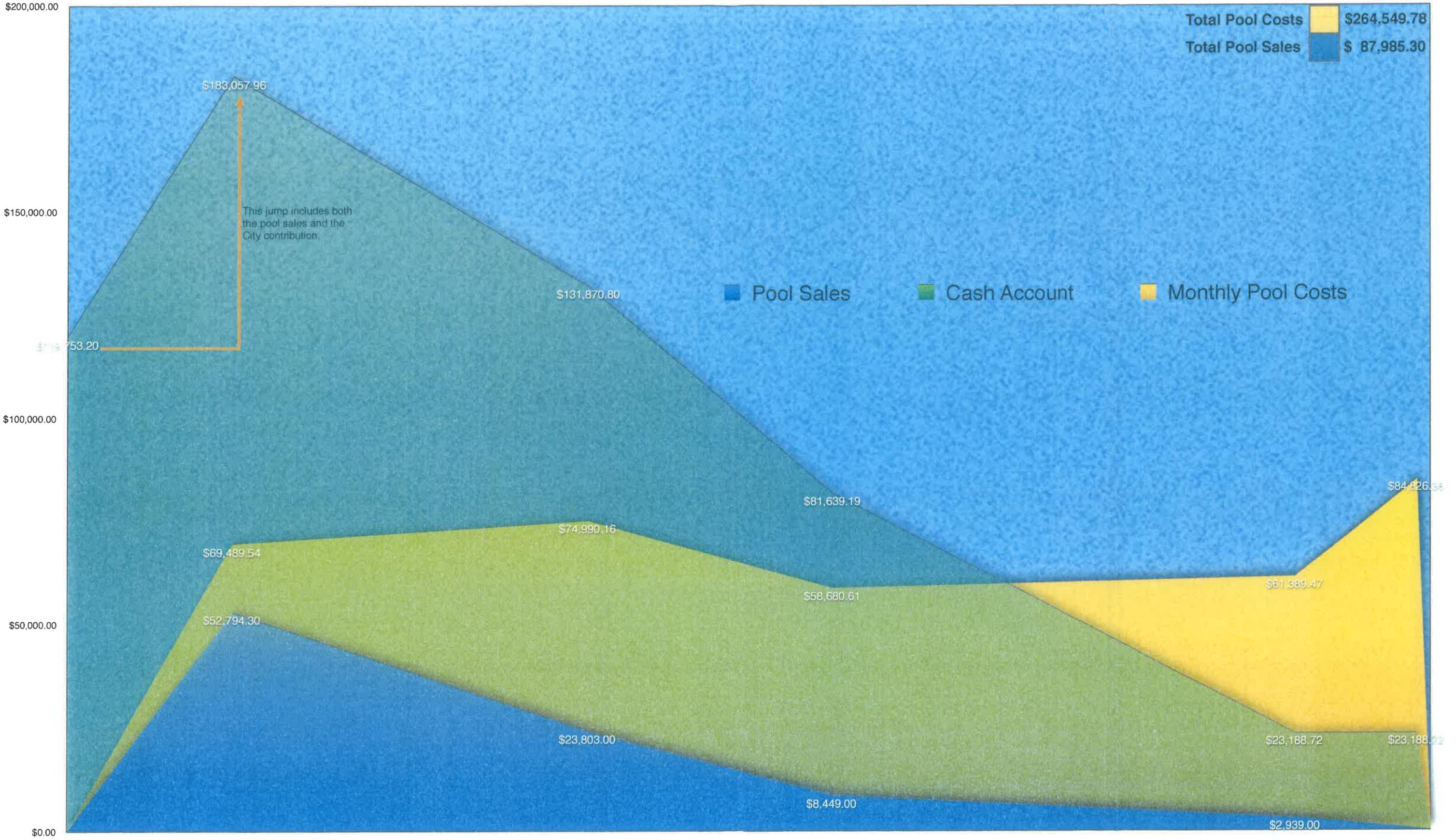
SUMMARY: The HLVRA Community Pool has been open for four months beginning in July, 2017. At different intervals, certain situations presented themselves posing a logical effort to collect future data. The intent of the information collected is to provide assistance for activities at the pool where more info available makes for better decision making. For example, ordering chemicals, staffing, and maintaining proper maintenance can be facilitated with actual records. The intent of the attached reports is to provide historical data for discussion.

FISCAL IMPACT: None.

**ACTION
REQUESTED:** Information Only.

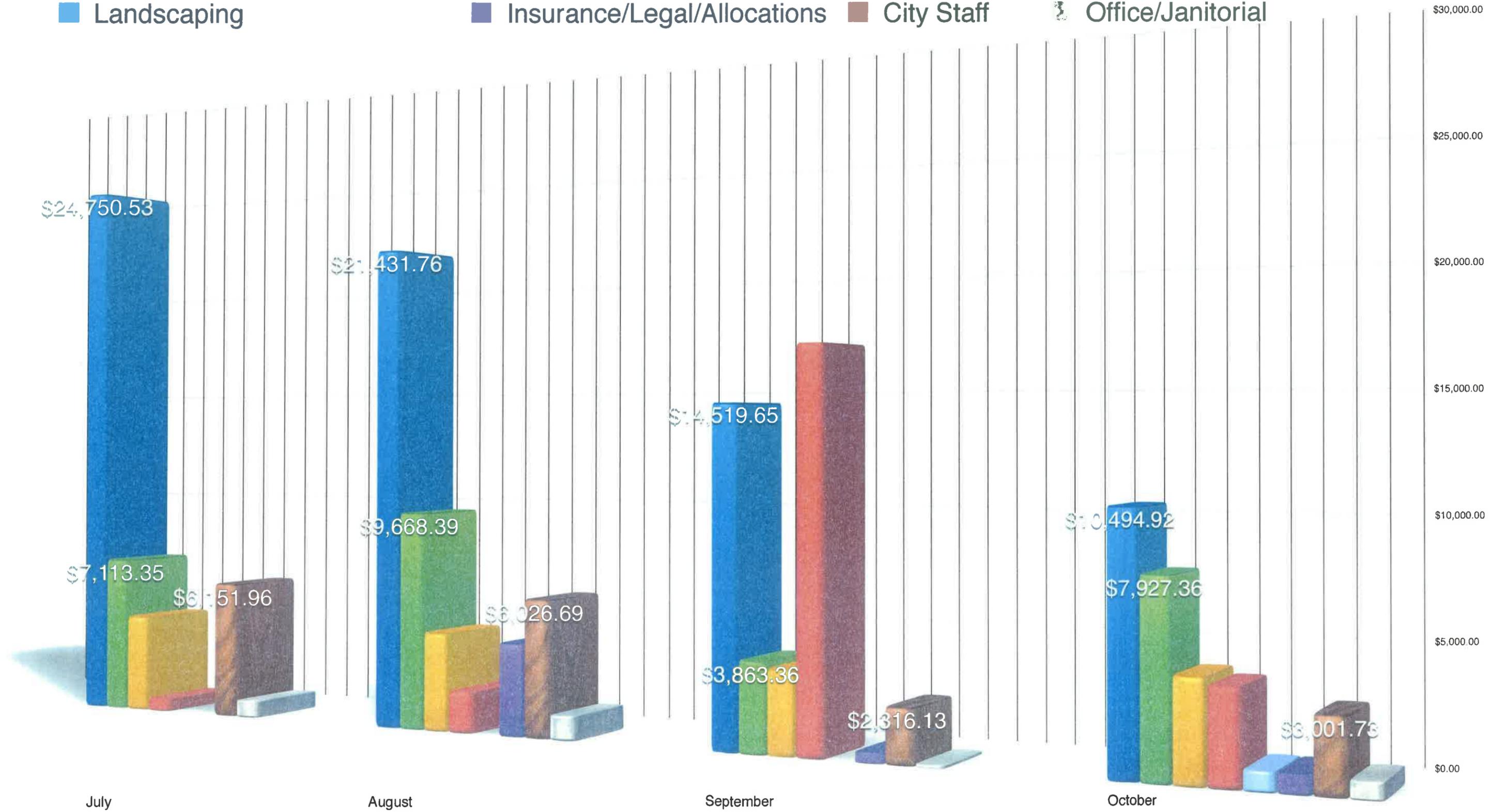
ATTACHMENTS: Charts 1-4

Cash Flow - 2017



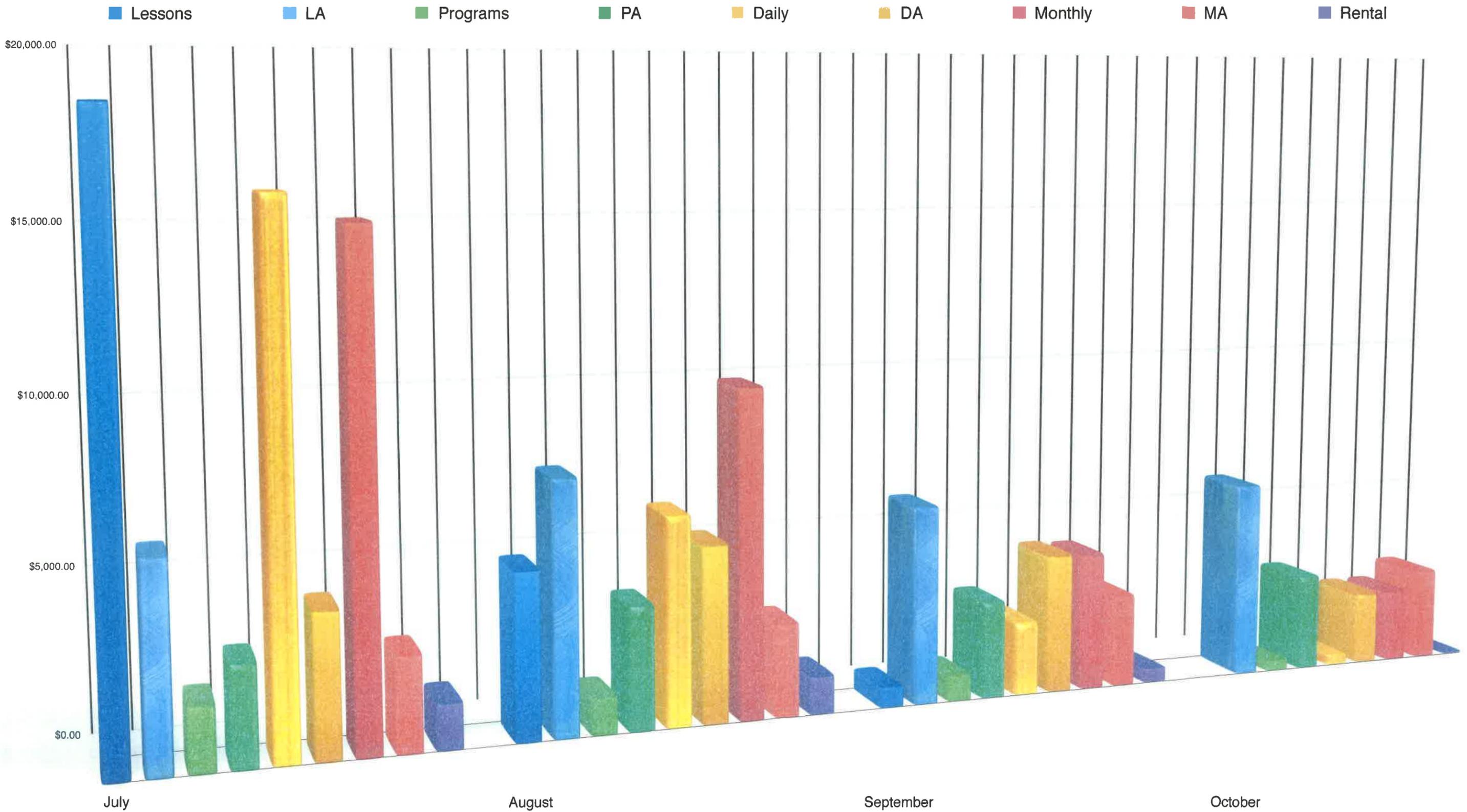
Pool Costs - 2017

- Pool Staffing Operational Cost
- Chemical Cost
- Utilities Cost
- Safety/Equipment
- Landscaping
- Insurance/Legal/Allocations
- City Staff
- Office/Janitorial

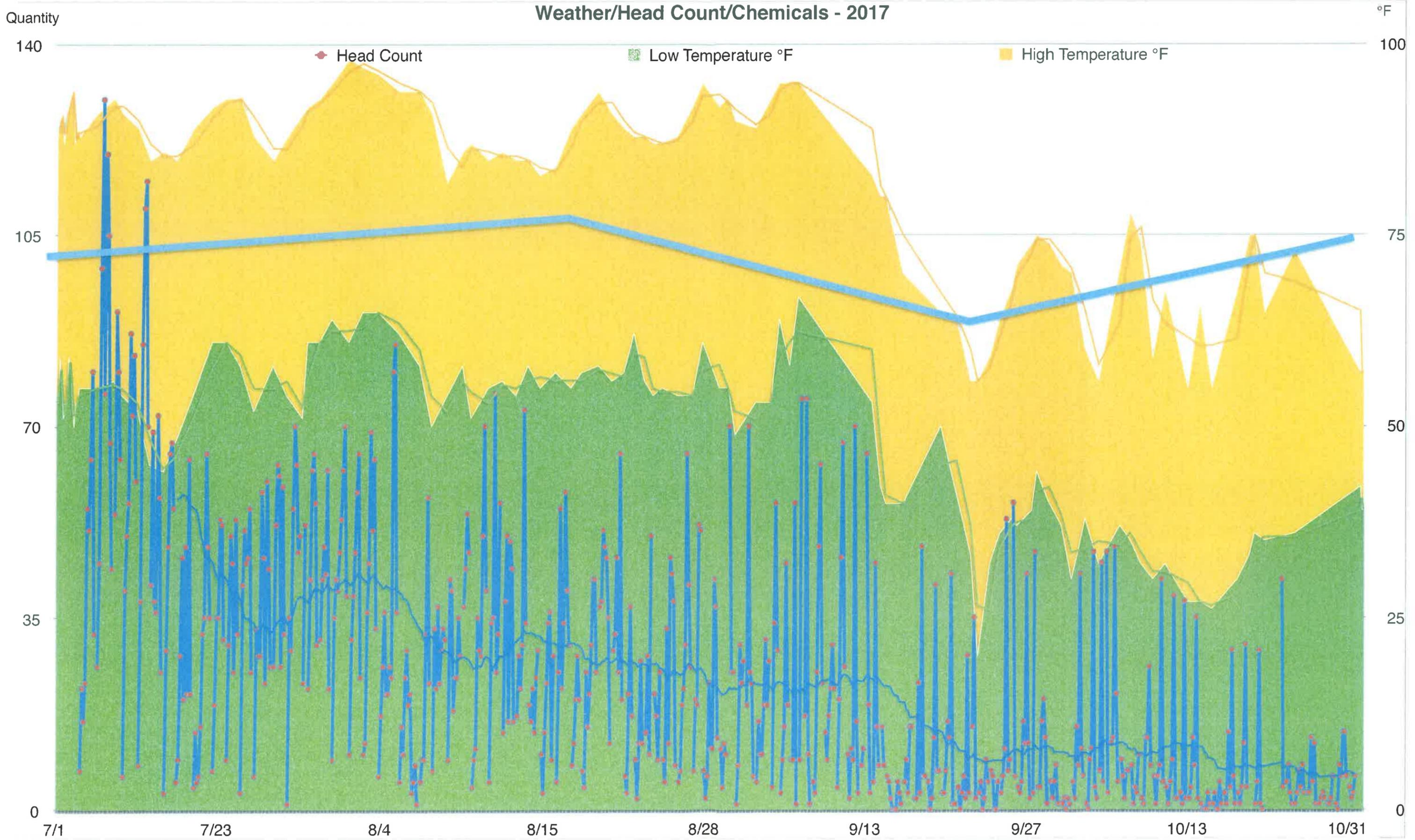


Pool Sales Breakdown - 2017

Please note the similar color immediately to the right reflects the anticipated value before the season began.



Weather/Head Count/Chemicals - 2017



Submitted By: Quincy McCourt, Project Manager

Action Date: November 21, 2017

HLVRA AGENDA ITEM

PRESENTED BY: Quincy McCourt, Project Manager

SUBJECT: Discussion regarding Future Projections for 2017/2018 Pool Season

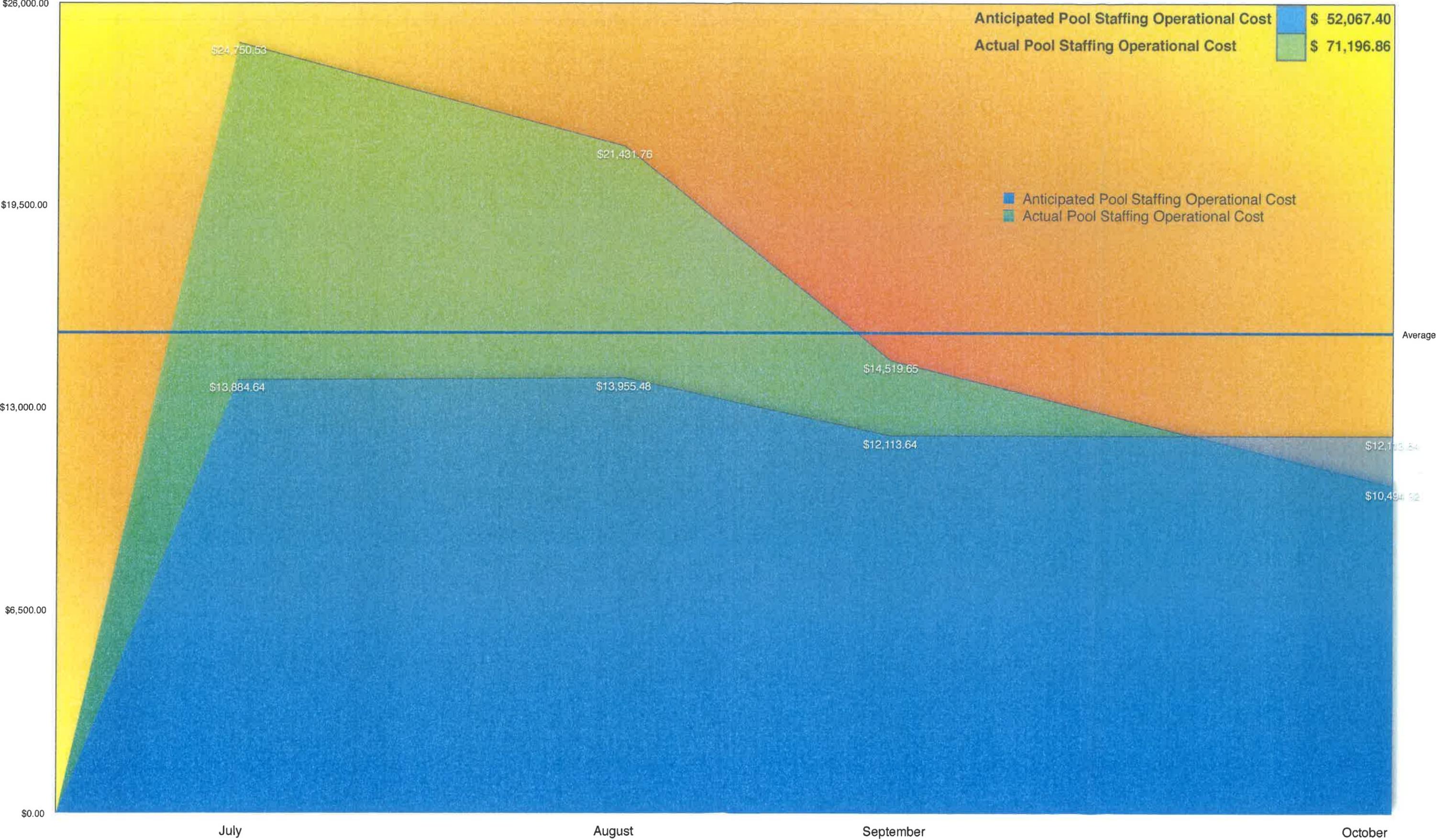
SUMMARY: The 2017/2018 HLVRA Community Pool budget was prepared based on research of similar outfits. As a first year pool, there was no historical data to review. After the first four months of operation, records are now available to provide assistance in preparing projections. The attached charts will compare projections for staffing and revenue to the actual documentation. The intent is to provide a resource for a discussion on projections to come.

FISCAL IMPACT: None.

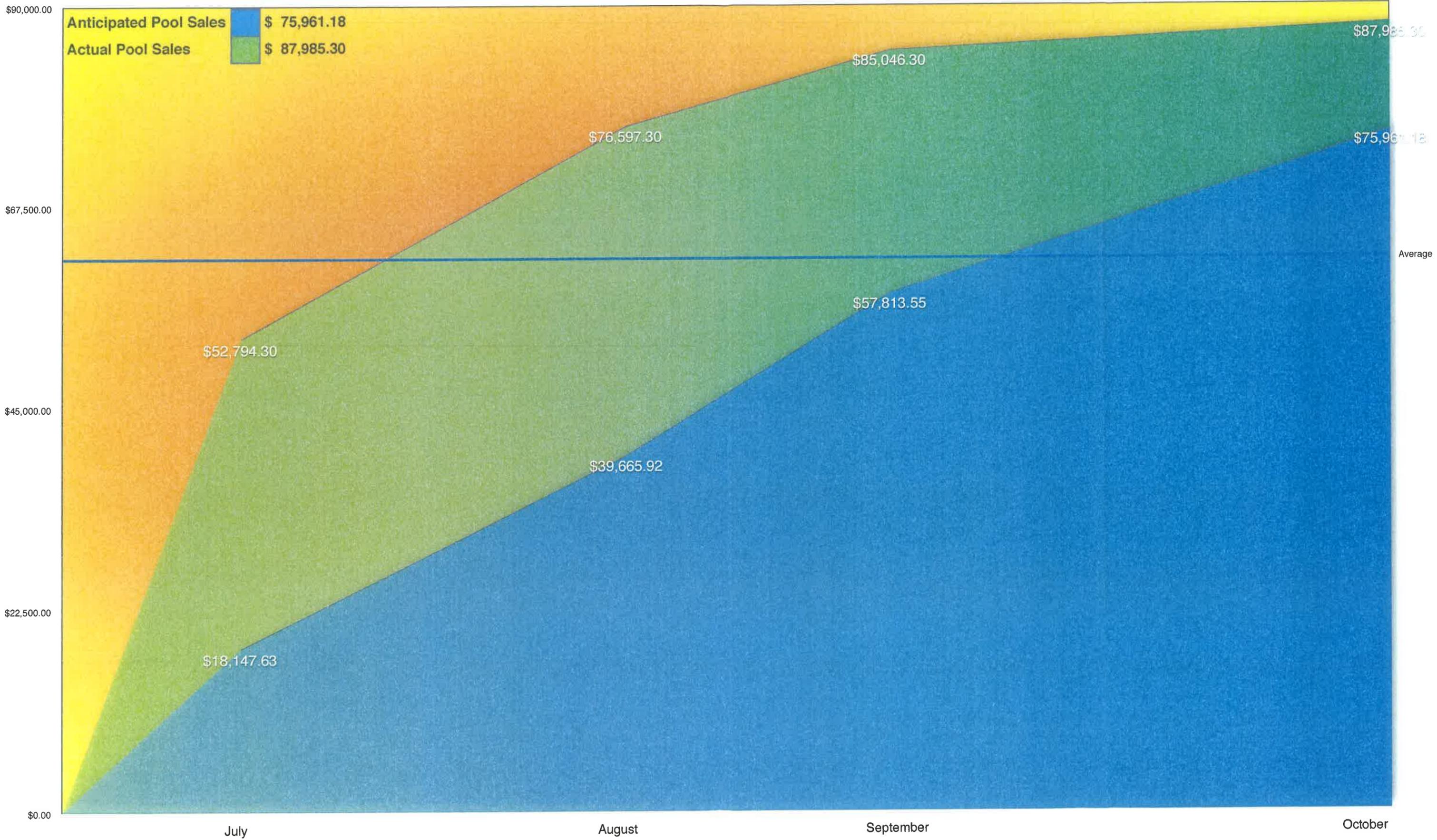
ACTION REQUESTED: Direction to Staff.

ATTACHMENTS: Charts 5 & 6

Pool Staffing Operational Cost - 2017



Pool Sales - 2017



Submitted By: Dan Newton, Executive Officer

Action Date: November 21, 2017

HLVRA AGENDA ITEM

PRESENTED BY: Dan Newton, Executive Officer

SUBJECT: Continue Discussion regarding HLVRA Administrative Structure

SUMMARY: At its September 19, 2017 meeting, the Honey Lake Valley Recreation Authority Board requested an item be brought forward to discuss the future administrative structure of the HLVRA. On October 17, 2017 the Board requested a subcommittee be formed to talk with staffing at the pool and those involved at the City and County levels.

The subcommittee has met with City and County officials, pool staff, as well as a representative from Lassen Aquatics. The subcommittee has made the following findings for discussion at the meeting.

- 1) Current staffing arrangement and accounting practices are too cumbersome and need to be simplified.
- 2) Pool programming schedule needs to be addressed to avoid user conflicts and facilitate operational and staffing needs.
- 3) Authority of pool manager position should include budget tracking, ordering of materials and supplies, and basic accounting functions. Pool manager position should be filled as soon as possible.

FISCAL IMPACT: None.

ACTION REQUESTED: Direction to staff.

ATTACHMENTS: None.