

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

December 19, 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 PROCLAMATIONS, AWARDS OR PRESENTATIONS BY THE BOARD:

Certificate of Appreciation – Reesa Rice

3 APPROVAL OF MINUTES: Approval of minutes from November 21, 2017 and November 27, 2017 meetings.

4 CORRESPONDENCE:

5 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.

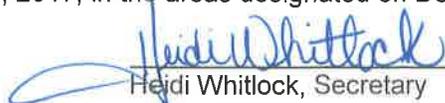
6 MATTERS FOR BOARD CONSIDERATION:

- A. Reappointment of Public Board Member for 2018-2022 term
- B. Financial Reports through December 8, 2017
- C. Discussion Regarding Fixed and Variable Cost Reports
- D. Consider Resolution No. 17-23, Approving Amendment No. 1 to the Agreement between City and HLVRA

7 BOARD MEMBER ISSUES/REPORTS:

The next regular meeting to be held on January 16, 2018 at 3:00 p.m.

I, Heidi Whitlock, certify that I caused to be posted notice of the regular meeting scheduled for December 19, 2017, in the areas designated on December 15, 2017.


Heidi Whitlock, Secretary

ITEMS TO BE CONSIDERED FOR FUTURE MEETINGS

January 16, 2018

Appointment of President and Vice President

Scheduling of Training

Scheduling of Staffing

Upcoming Fee Schedule (including seasonal vs. monthly passes)

Discussion on Pool Hours of Operation (peak and should seasons)

Capital Improvement Plan

February 20, 2018

Credit Card Policy Update

Update on Card Reader Equipment

Submitted By: Heidi Whitlock, Secretary

Action Date: December 19, 2017

HLVRA AGENDA ITEM

SUBJECT: Minutes of the HLVRA November 21, 2017 and November 27, 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 November 21, 2017 and November 27, 2017 meetings.

ATTACHMENTS: Minutes: November 21, 2017
November 27, 2017

**HONEY LAKE VALLEY RECREATION AUTHORITY
GOVERNING BOARD MEETING
Regular Meeting Minutes
November 21, 2017 – 3:00 p.m.
City Council Chambers 66 North Lassen Street Susanville CA 96130**

Meeting was called to order at 3:02 p.m. by President Wilson.

Roll Call of Board of Board members present: Dave Meserve, Jeff Hemphill, 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 Teeter, to approve the agenda. Motion carried unanimously.

2 APPROVAL OF MINUTES: A request was made to remove one line from the minutes. Motion by Vice President Garnier, second by Board member Teeter, to approve minutes for the October 4, 2017 meeting with the requested change. Motion carried unanimously. Abstain: Hemphill.

Motion by Vice President Garnier, second by Board member Teeter, to approve the minutes for the October 17, 2017 meeting. Motion carried unanimously. Abstain: Hemphill.

3 CORRESPONDENCE: None.

4 PUBLIC COMMENT: None.

5 MATTERS FOR BOARD CONSIDERATION:

5A Financial Reports through November 15, 2017

Mr. Newton stated that item 5A refers to the financial reports provided by the County. The reports go through November 15, 2017 and were provided by Ms. Wemple. He continued that the reports provided include the general ledger, the budget status report, the expenditure detail report, the revenue report and the revenue account detail. He added that he would try to answer any questions, if possible.

Tony Jonas (public) stated that page two of two stated \$9,902.18 for natural gas. He inquired if it was truly all natural gas or a combination of that and geothermal.

Mr. Newton responded that he noticed the item as well and reviewed the numbers. He added that \$182.28 was for natural gas and \$9,720.90 was for geothermal. He continued that the geothermal was not billed for the summer months until recently however, it is now current.

5B Approve City Reimbursement Request for Expenses through November 3, 2017

Mr. Newton stated that the Board was reviewing another City reimbursement request for the use of staff and direct costs. He stated that there were \$3,576.89 in administrative staff costs, \$15,642.53 in pool staff costs and an additional \$492.35 in landscaping costs.

Sam Williams (Lassen County Times) asked who the Parks Superintendent was for the City.

Mr. Newton responded, Dow Davis.

Motion by Vice President Garnier, second by Board member Meserve, to approve the City Reimbursement request for \$19,711.77.

5C Discussion Regarding 2016/2017 Pool Season

Mr. McCourt stated that, for the last four months, the pool has been open and he hoped that the presentation he is providing would help answer any questions the Board, or public, had. He continued that there are four charts including a cash flow chart, costs chart, sales chart, and a weather/temperature head count chart. He added that there are six charts total, two in the next item, and chart one and six have been updated and the numbers provided are now within \$3,000 of the actual amount. Mr. McCourt then presented the cash flow chart.

Mr. McCourt stated that staff needed to be considered as well as orders that still need to be placed. He stated that approximately \$73,000 will remain at that point. He continued that staff is still anticipating the County contribution of \$80,000 which would bring the total cash to approximately \$150,000 to start next season.

President Wilson inquired as to whether or not Mr. McCourt had a chart showing fixed costs to run the pool versus variable costs, such as the pool equipment.

Mr. McCourt responded yes, and presented the associated slide. He stated that staffing is a higher fixed cost but we may have a way to fix that. He added that if there were any other items that the Board wanted him to adjust, to let him know.

Mr. McCourt also added that the numbers being reviewed are only from July 1 through current however, all revenues were included since staff was taking money a few days prior to July.

Mr. McCourt offered another chart that reflected the numbers in a different manner. He stated that this chart showed the anticipated sales compared to the actual sales, broken down by category. The categories include lessons, programs, daily passes, monthly passes and rentals.

Mr. McCourt then reviewed the pool sales breakdown chart. He showed the area where we thought sales would be versus where they really were. He continued that the first color(s) to the left, were the actuals and those on the right were anticipated sales. He concluded that, in this case, sales were higher than anticipated.

Mr. McCourt continued that the lessons were better than expected at first but added that people were buying August and September monthly passes the previous month which makes those months look higher.

Mr. Jonas stated that if swim lessons were sold in one month, for a different month, they should technically be represented in the month for which they were purchased. He wondered how much the numbers were skewed based on them being represented in the months sold.

Mr. McCourt responded that staff has the information and has different ways to present it, such as when it was paid for or when it would be used. Staff can certainly make that change and show when it was purchased for use and not when purchased.

Mr. Jonas continued that it just comes down to how many paid patrons there are per day. He continued, how do we currently figure that number per day so we can compare it to how much it costs to run the facility per day. He stressed the importance of representing the correct financial amounts associated with the correct month so we would know if there is something we have to do to help the numbers.

Ms. Buehler inquired as to whether or not the swim team academy was reflected in the charts.

Mr. McCourt responded yes.

Ms. Buehler asked if it was under programs or lessons etc.

Mr. McCourt asked Ms. Whitlock if swim team was reflected in the programming line. She responded it was its own line item. He continued that he would have moved it into programs however, the 50 percent that is to go to the swim team is not yet accounted for.

Board member Teeter inquired as to how staff had the numbers without doing an actual head count.

Mr. Newton responded that a pool count was done at various times during the day.

Mr. McCourt stated that a head count was taken every hour and also mentioned that when the high temperature got below 75 and the low temperature got below 50 the head count dropped off.

Vice President Garnier mentioned that the counts would also be affected by school going back into session.

Mr. McCourt then discussed pool staffing. He stated that the chart reflected both the anticipated and actual staffing numbers. Originally, it was thought that staffing would cost approximately \$13,000 however the number was off by more than \$11,000. He added that a lot of conclusions could be made from looking at the last slides and, now that we have the historical data, we can be more prepared next season.

Board member Meserve inquired as to whether the staff number was for both pool and administrative costs or just pool costs.

Mr. McCourt responded, just pool staffing costs.

Board member Hemphill asked if we had a chart showing both.

Mr. McCourt responded that it was reflected in the first chart but not on the one currently being discussed.

Board member Teeter inquired as to how reflective the numbers would be since we started in July and not April last season.

Mr. McCourt responded that he understood where he was coming from. He continued that he is not aware of whether or not it was based on weather etc. but, at least we have four months of data.

President Wilson asked Mr. McCourt if he went back and looked at the original budget and if he could see where we went wrong with the budgeting as it was a pretty significant miss in terms of staffing costs. The Board already thought they were on the high side for staffing costs since they adopted the program intensive budget.

Mr. McCourt responded yes, he did review and stated that it was his belief that a consultant was used to determine what the budget may look like then, based on discussions and experience, after applying all the costs etc...associated with it, these were just the numbers that seemed logical at that time. We also had anticipated sales, which ended up being surpassed, which caused a lot of excitement since we thought we would be ahead. But, we are trying to be careful on how we present this information as there is much to share and then it will be up to everyone to arrive at their own conclusions.

President Wilson asked if anyone had further questions.

Mr. McCourt stated that this item was for information since it was requested but he would be happy to answer any questions.

President Wilson stated that the Board always knew that they would be subsidizing the pool operations but also that the budget would need to be reviewed. He added that, if the Board is willing to bleed a bit of money, they had to

determine the rate at which they were willing to bleed. He inquired as to how many people actually used the pool during the shoulder season and wondered if we should have closed sooner.

Vice President Garnier asked if there was additional money that could have been realized. She offered that maybe there could have been more outreach. For example, those who bought monthly passes prior to expiring for the next month, emailing or mailing reminders.

Mr. McCourt stated that he has heard two questions, what is his comfort level and staffing. He responded, as for comfort level, he is not exactly scared right now as we will be starting the next season with approximately \$153,000, which is more than last season. He added that there will also be less in equipment costs as they were already purchased last season. He continued, as for the \$80,000 contributions and what happens when they run out, we have a lot of areas to work through. He offered that we could look at adding extra features, funding depreciation accounts prior, as well as looking at marketing options and reevaluate the programming options. All of this can be looked at, as well as chemical costs, as there was a chemical purchasing learning curve last season.

Vice President Garnier stated that a lot of people approached her about water aerobics space and that more classes were needed. She inquired as to what was thought about that option and if there would be more revenue as there would be more cost.

President Wilson added that, in response to the water aerobics, it was previously discussed to piggy back water aerobics classes but the Pool Manager preferred to add a Tuesday/Thursday class instead.

Reesa Rice (Assistant Pool Manager) responded that, with being onsite, she felt those who wanted those classes are Monday, Wednesday, Friday people. Giving them Tuesday, Thursday, Friday may not work for them. She added that summer months would be best.

President Wilson asked Mr. McCourt if he had the fixed pool costs for 2017. This should include costs to man the pool and the chemicals. He added that he had only received percentages in the past for how much it would cost to run the pool with no extra amenities and we heard around 70 percent. He inquired as to how efficiently the pool was running this year, how much the bleed rate was and whether or not other items needed to be considered, like a splash park. He added that he wanted to know how much we needed to make in the summer months to be able to meet the shoulder season costs.

Mr. McCourt responded that he could provide those numbers.

Board member Hemphill inquired as to what the \$189,250 reflected.

Mr. McCourt responded all the costs for the year to date and approximately \$60,000 of that will not be seen next year as it is equipment costs.

Board member Teeter stated that it did not look too bad currently.

Mr. McCourt responded that we can add it all up and bring it back to the next meeting.

Vice President Garnier asked if the information can be provided prior to the next meeting.

Mr. Newton responded that we can get the reports to the Board.

Vice President Garnier stated that she was not interested in looking at charts for an hour at a meeting but preferably before the meeting.

Board member Hemphill inquired as to how much of the sales in July were actually used versus unused, as the unused would all be gravy.

Mr. McCourt responded that we did not have a way to track that yet but we could look into it for next season.

President Wilson stated that he would also like to see that happen. He added that he would like to see cards for people to have better counts and be able to track monthly users.

Mr. McCourt stated that he would review equipment for the next meeting as long as Mr. Newton directs him to.

President Wilson stated he wanted to see as much as possible and not just charts to make his decision.

Vice President Garnier responded that the Board need to make an educated decision based on the facts.

Mr. McCourt asked for clarification on the best way to provide the information. President Wilson asked him to decide on the best format. President Wilson added that, at one time, a breakdown per category like a real budget showing the grand total was provided to them.

Mr. Newton responded that yes, we have that data in excel and should only needed to be tweaked to be in a presentation format.

Richard Egan (County CAO) recommended that staff talk with the County Auditor as she may be able to assist. He added that there is a report that figures the percentage of the year gone and being able to offer a percentage etc.

Mr. Jonas stated that the fixed costs should not include pool staff time as that can be adjusted but, leave administrative costs, all the utility costs and chemical costs so we can average it out and plot it over the peak season, doing the same thing with the shoulder seasons so we can predict our fixed costs. Pool staff time you can bring back in once you determine the other number. He continued that he does not know how we can get to the bare bones costs without knowing what our daily patron counts are. He added that a child can be dropped off in the morning and picked up at closing. That child is counted twelve times over twelve hours yet only paid once. We currently do not have an accurate count.

Mr. Newton stated that staff did not currently have that information but it would be a good thing to be aware of.

President Wilson responded that he agreed as it would be a card item.

Board member Teeter stated that we do have some sort of head count.

Ms. Rice responded that the head count that was taken at the pool was for lifeguarding requirements, not to track sales or the daily patron count.

Mr. Jonas added that parts of the formula would be total patrons at a time in the pool and per day. The pool would be at maximum capacity if we had 249 allowed in the pool at a time and 1,000 per day. He added that he saw 149 at the highest but that is one snapshot of one day and there is no revenue breakdown for that day.

Camille Buehler (Lassen Aquatics) offered a suggestion on a POS system that would provide everything that is needed.

Mr. Egan stated that the card feature being discussed, in his opinion, would be a good feature to have.

Mr. McCourt added that there are multiple options and they can range from \$0 - \$20,000 and requested feedback on the current system.

President Wilson stated that it is open-ended. He continued that we will also be bleeding until school starts.

Ms. Rice responded that July will always be your busiest month as school starts in August and with shopping etc. it will start to slow down and school is still in session the beginning of June. She added that, in response to the questions of

reaching out to pass holders, she may not have called them but she talked to them when they were there. July is when patrons get the most for their money.

Mr. Newton requested, for clarification purposes, that staff direction is to prepare an additional report that shows the pool costs, pulling out the one-time costs, for the first four months and try to show the fixed costs to operate the pool in comparison to the revenues. That would be one report. He continued that the Board would also like to see a detailed breakdown of costs represented by spreadsheets that we have been using to track expenses internally.

Mr. Newton added that, overtime, more detailed data will be available and we will be able to forecast the remainder of the fiscal year and we could do a budget review, probably around January.

President Wilson stated he would also like to see the assumptions for twelve months including the income projections, originally, as well as the expenses. He continued that it can be in a chart or whatever way you would like to present it. He added that he would like to be able to track it as time goes on, especially in the spring as he would like to know where those projections take them as far as income and if we are aggressive on that side.

Vice president Garnier stated that the Board should see numbers without pool staff time.

Mr. Jonas recommended keeping administrative fees included as fixed since those costs remain but take out pool staffing as it can be changed.

President Wilson stated that they will need the numbers sooner than later. For example, the swim team, we need to know what to charge per lane and we need to start having those discussions.

President Wilson asked if there were further questions. No comments at that time.

5D Discussion Regarding Future Projections for 2017/2018 Pool Season

Mr. Newton stated that this item has been discussed now with the previous item but asked if anyone had further questions.

Mr. Jonas inquired about the geothermal and natural gas rates.

Mr. Newton responded that geothermal was \$2,100 May through October and \$379 November through April. He added that natural gas was the raw rate of .38 per therm.

President Wilson requested that Mr. Newton obtain the costs for natural gas for summer usage instead of using the geothermal.

Mr. Newton responded that staff would get that number together and he is confident would be cheaper as the City only charges the raw rate.

5E Discussion Regarding HLVRA Administrative Structure

Mr. Newton stated that this is regarding a discussion that the Board had on October 17, 2017 where it was requested that a subcommittee be put together and meet with individuals to see the efficiencies and deficiencies of how the pool has been operating. He continued that the subcommittee was formed, made up of Dan Newton, Brian Wilson and Dave Meserve, and met with the County Auditor and Treasurer, Reesa Rice (Assistant Pool Manager) and Camille Buehler (Lassen Aquatics). He continued that it was also requested to figure out the best options for the Authority from an administrative standpoint moving forward.

Mr. Newton continued that, to be brief, the subcommittee found the following findings: first, the current administrative staffing arrangement and accounting practices are too cumbersome and need to be simplified. Second, the program scheduling needed to be addressed to avoid user conflicts and facilitate operation and staffing needs. Mr. Newton

continued that they found that scheduling conflicts sometimes occurred and there were a lot of lessons scheduled with limited breaks for employees. Finally, the authority of the pool manager position should include the ability to understand and track the spending and their budget. They should also have the authority to order materials and supplies for the pool and perform basic accounting functions. This position should also be filled as soon as possible so he or she can begin working on some of the items that we discussed earlier as far as how to set up passes and getting ready for the upcoming season, as it will be here before we know it.

Mr. Newton continued that he has not yet had the opportunity to meet with Mr. Egan and asked if he would like to add anything.

Vice President Garnier responded that she agreed with everything that was stated.

President Wilson stated that the most important thing was to get a pool manager. After discussions with the subcommittee, if we transfer some of those functions to the pool manager, we could raise the salary of that position and those tasks would be able to move away from City administrative staff. Tasks to be taken on at the pool site would consist of making deposits and the accounting functions that Ms. Whitlock current handles.

Mr. Newton responded that he still wanted to ensure the accounting securities were in place but the pool manager pay is approximately \$18 per hour, which he did not think was enough compared to the duties being assigned.

Vice President Garnier agreed and stated that you get what you pay for.

President Wilson inquired as to how it would be flown, externally, internally?

Vice President Garnier stated we could do both.

Mr. Newton responded that there is nothing illegal regarding flying the position internally or externally. However, to be consistent, it should be flown externally. He continued that if we are changing that pay however, we will need to update the contract with the City.

President Wilson requested staff bring back the flyer and job description so they can review and look at the wage. He requested a special meeting. President Wilson continued that we must have an assistant pool manager with a stronger job description as well as there will be more expectations on that position than last year.

Board member Teeter stated that he would like to see the job description match the duties performed by Ms. Rice.

Mr. Newton inquired as to whether or not the Board wanted to have a special meeting on December 12, 2017.

President Wilson stated his concern with waiting on the updated job description.

Mr. Newton added that we could have an earlier meeting but he was not sure all the items being requested could be completed in that timeframe. For example, the forecasted budget and how it will impact things differently due to cost differences.

President Wilson responded that we may have a little leeway in there as charging the HLVRA \$3,000-\$5,000 a month for administrative services will go a long way when going to a pool position. He added that he understood some of those costs would remain but some tasks could get switched over to the pool site.

Mr. Newton stated that we can estimate. He continued that it will be difficult in the short term as there will be a lot of training that has to be provided related to the budget among other things.

President Wilson asked about December 5, 2017 and further discussion lead to a special meeting to be held on November 27, 2017.

6 BOARD MEMBER ISSUES/REPORTS:

Meeting adjourned at 4:23 p.m.

Respectfully Submitted by

Heidi Whitlock, Secretary HLVRA

Brian Wilson, President

**HONEY LAKE VALLEY RECREATION AUTHORITY
GOVERNING BOARD MEETING
Special Meeting Minutes
November 27, 2017 – 3:00 p.m.
City Council Chambers 66 North Lassen Street Susanville CA 96130**

Meeting was called to order at 3:00 p.m. by President Wilson.

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

Staff Present: Dan Newton, Executive Officer, Ruth Ellis, Administrative Staff Assistant

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

2 APPROVAL OF MINUTES: None.

3 PUBLIC COMMENT: None.

4 MATTERS FOR BOARD CONSIDERATION:

4A Discussion regarding Pool Director/Manager Position (vacant) Job Description, Salary and Recruitment

Mr. Newton explained the Board called a special meeting to discuss the job description of the Pool Board member/Manager position, which is a City job reimbursed through the HLVRA. Mr. Newton directed the Board's attention to the current job description and said there were some proposed changes including moving the range from 930 to 938 and having the employee work under the direction of the City employee appointed as the HLVRA Executive Officer rather than the City Administrator. Language was added to Example of Duties, which stated the employee will oversee the day-to-day financials of the Honey Lake Valley Community Pool, ensures proper cash handling procedures, balances cash drawers, makes deposits and tracks sales.

Under minimum qualifications, the requirement for a Bachelor's Degree in Recreation, P.E. was eliminated and changed to a high school diploma or GED.

Moving to the final change about the job salary, Mr. Newton said the numbers are not correct, because there isn't a salary matrix corresponding with what was listed in the current position. As a result, he was proposing a range close to the original job description, which is 938 and calculated to \$22.44 per hour at the \$46,675.20 scale and \$25.39 per hour at \$52,811.20. With the new range, there is a \$4 to \$5 per hour increase.

Board member Meserve said he wanted to add language under the Duties section, to state "overseeing the evaluation and discipline of staff".

President Wilson stated he wanted to remove the word 'assist' from the hiring, training and scheduling lifeguard duties, as those will be the individual's responsibilities as part of the job.

Board member Meserve said the Board still has to determine if the position is going to be a full time salaried job.

Board member Teeter said it was his understanding that because it is a City position, the City was planning to use the individual during the off season to work on small projects.

Mr. Newton said he was aware of that arrangement, but was unsure if it was specific to the prior Pool Director/Manager.

President Wilson stated the Board had a 3-2 split as to whether it was going to be a full time position during the pool season and part time during the off season. He continued that he still leans toward the part time direction because he does not think it is a full time position in the winter.

Mr. Newton stated that with the special projects the City has during the year, staff would have the ability to find work for that employee during the off season. He added however, that he does not believe there is anything set up in the current budget to pay that person during that time.

President Wilson directed Mr. Newton to ask the Finance Manager if there was budget.

President Wilson then commented that if the Pool Director/Manager is going to have more autonomy, they are going to have to back fill other positions to make that happen. He did not think calling someone the pool manager would automatically ensure that they would do everything as there are not going to be enough man hours and will start running into overtime issues. He added that the Board will also have to look at the structure to ensure they are adequately staffing the pool.

Board member Meserve concurred and said it was important to look at as they moved into spring and future hiring.

Board member Teeter commented that the language stated the current annual salary/range for the position, but if it is an hourly employee, they should talk about the hourly rate.

Mr. Newton responded they could, but explained the word "salary" is generic in that sense, but what they would probably want to say is the position is either "exempt" or "non-exempt" and list the hourly pay range.

Tony Jonas (Public) provided a history of the last recruitment cycles based on the minutes from the last year and a half. He stated there were three recruitments and during the last cycle, there were only two applicants. He asked what would happen if the Board ran into that again.

There was general discussion about the past recruitment process.

Mr. Jonas clarified his question and asked if there was going to be a Plan B for filling the position or are there other options.

President Wilson said he thought they were already operating under Plan B and his opinion is to fly the job soon, advertise it for a couple of weeks and then have someone in the position before Christmas.

Mr. Newton said the new pay range has to go to City Council for approval on December 6, 2017. With a 10 day recruitment and interviews, that date could be possible, because all they need is one good applicant.

Board member Meserve asked if it was possible to have at least one of the Board members on the interview panel.

Mr. Newton confirmed.

Mr. Newton stated there was only a \$1 difference between the Pool Director/Manager position and the Assistant Manager and suggested one option is to ask the assistant manager to fill in out of class until the job is filled, as there would not be a significant difference in pay.

There was general discussion about where the position would be advertised, other than the local newspaper. Mr. Jonas cited various web sites the job was listed during last year's recruitment.

President Wilson said advertising in other publications is part of Plan B. Plan A is having a short recruitment window and finding someone local to fill the position. If it does not work out, then they should advertise in a wider distribution.

There was general discussion about flying the position in a timely manner and the pay range.

Reesa Rice (Assistant Pool Manager) stated it was her understanding that the former Pool Manager/Board member was paid a dollar more than her, plus some change, but it was a benefitted position. She continued that she would be curious if it is no longer a full time benefitted position because if she applied for the job, she does not necessarily need the benefits. Ms. Rice explained she is willing to take the job working full time during half of the year and part time for the other half and would be interested in being compensated more if she did not take the insurance.

Mr. Newton said it would be flown as a full time, temporary position. He continued it is his understanding that there are certain levels of benefits that kick in if you work more than 29 hours a week, but they are minimal compared to what a benefitted fulltime, permanent employee would get.

Ms. Rice explained that the pool employees who did not sign a waiver denying insurance could not work more than 29 hours, but those who did sign the waiver, could work more.

There was further discussion about the timeline and how soon the job could be flown.

Mr. Newton outlined the timeline and said the new hire could be in place as soon as January 16, 2017. Once the job posting closed on December 21, 2017, interviews were held and pre-employment testing was complete.

President Wilson asked if they would have to go through all of the recruitment hoops if there was an internal candidate.

Mr. Newton responded that he did not think they legally had to, but it is the City's practice to fly all of the jobs externally to avoid any appearance of discrimination and that it is not just hiring from within. He stated the process could be modified or dispensed with in an urgent situation.

President Wilson asked if the person currently filling the duties is doing so as the assistant manager or as an acting pool manager.

Mr. Newton responded that she is the Assistant Manager.

Board member Teeter said they should continue following best practices, but they should consider whether to move the assistant pool manager to interim manager at the next meeting.

Mr. Newton responded it is difficult in this situation because they are City employees and the tail end of approval is with the City Council.

Board member Teeter stated if there is an internal candidate they want to give them as much legitimacy to start with and then at the next meeting find a way to reward the person who has been filling in for the efforts they are given.

President Wilson directed staff to add the item of having an interim or acting pool manager at the next meeting.

Mr. Newton stated the scheduling and programming for the pool needs to begin as soon as possible and waiting until mid-January to start those discussions and getting those things dialed in is too long.

Mr. Jonas agreed that they should abide by following best hiring practices to avoid nepotism if they were talking about a full time benefitted position. He continued that he considered the pool to be a special circumstance as there are a number of issues currently going on with the facility that need to be addressed right now. He added, if there is an internal candidate that has merited the position and is willing to step up and take it, he thought it would be a good idea to look at that option.

Mr. Newton responded he feels they have the capacity to address those items with staffing currently in place.

There was further discussion about the hiring and interview timeline.

President Wilson said he would be okay with flying the position, have the job announcement close on December 21, 2017, and then conduct interviews on December 22, 2017.

Mr. Newton said that the interview date could be put in the job flyer.

It was determined Board member Meserve will be the Board member to sit on the interview panel.

5. BOARDMEMBER ISSUES/REPORTS

President Wilson stated there are some items that need to be brought back to the Board at future meetings. He said review of the pool scheduling and fee schedule should be on the board's January 16, 2018 agenda in order to give the new Pool Manager enough time to put the information together.

He continued the Board needed to discuss the monthly passes, proposed hours of operation, when the pool will open for the new season, look at the Capital Improvement Plan.

Mr. Newton also added the credit cards, secure line and Point of Sale System should be included in the discussion.

Board member Teeter asked about concessions.

Ms. Rice responded she was fine with selling goggles, caps and possibly bottled water, but she is not a fan of the food. She added however, that it would require additional staffing.

Mr. Jonas asked if, for this upcoming swim season, they would be operating under the same agreement with the City of Susanville for administrative and operational services.

President Wilson said it is looking that way, but the Board is clear the HLVRA wants to be more autonomous.

6. CLOSED SESSION: None

Meeting adjourned at 3:54 p.m.

Brian Wilson, President

Respectfully Submitted by

Ruth Ellis, Administrative Staff Assistant

Submitted By: Heidi Whitlock, Secretary

Action Date: December 19, 2017

HLVRA AGENDA ITEM

PRESENTED BY: Dan Newton, Executive Officer

SUBJECT: Reappointment of Public Member for 2018-2022 Term

SUMMARY: The Honey Lake Valley Recreation Authority, at its September 19, 2017 meeting, discussed the upcoming public member recruitment as the public member's term expires as of January 7, 2018. Staff requested direction on whether or not a recruitment should be started to appoint the next public member. Dave Meserve expressed his interest to remain on the Board if the remaining Board members supported him doing so. Staff is requesting a motion to reappoint Mr. Meserve as the fifth, public member of the Honey Lake Valley Recreation Authority Board.

FISCAL IMPACT: None.

ACTION REQUESTED: Motion to appoint Dave Meserve the Public Member for the 2018-2022 term

ATTACHMENTS: None.

Submitted By: Heidi Whitlock, Secretary

Action Date: December 19, 2017

HLVRA AGENDA ITEM

PRESENTED BY: Dan Newton, Executive Officer

SUBJECT: Receive and File Financial Reports through December 8, 2017.

SUMMARY: Diana Wemple has provided the financial reports for revenue and expenses through December 8, 2017.

FISCAL IMPACT: None.

**ACTION
REQUESTED:** Information Only.

ATTACHMENTS: General Ledger through December 8, 2017
Budget Status report through December 8, 2017
Expenditure Detail through December 8, 2017
Revenue Status Report through December 8, 2017
Revenue Account Detail through December 8, 2017

HLVRA General Ledger Summary with Revenues and Expenditures

Use

Fund	B/U	C/C	Account	Account Name	Opening Balance	YTD Activity	Balance
536			0100000	HONEY LAKE VALLEY RECREATION	\$277,390.50	(\$197,233.24)	\$80,157.26
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		(\$25,913.89)	
536	0950		2003204	MONTHLY PASSES		(\$38,404.70)	
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		(\$4,670.53)	
536	0950		2010661	PARTYS AND SPECIAL EVENTS		(\$739.13)	
536	0950		2011200	MISCELLANEOUS		(\$311.88)	
536	0950		3001200	TOTAL REVENUES			(\$179,965.33)
536	0950		3001400	COMMUNICATIONS		\$1,143.28	
536	0950		3001500	JANITORIAL SUPPLIES		\$371.17	
536	0950		3001705	INSURANCE		\$4,070.00	
536	0950		3002200	MAINTENANCE - POOL		\$28,341.09	
536	0950		3002250	OFFICE EXPENSE		\$3,624.08	
536	0950		3002251	BANK AND CREDIT CARD FEES		\$492.38	
536	0950		3002300	CASH SHORT/OVER		(\$260.00)	
536	0950		3002359	PROFESSIONAL & SPECIALIZED SV		\$41,296.91	
536	0950		3002400	CONTRACT FOR POOL STAFF		\$96,551.91	
536	0950		3002701	PUBLICATIONS AND LEGAL NOTICES		\$967.50	
536	0950			NON-CAPITALIZED EQUIPMENT		\$25,415.79	

**HLVRA
General Ledger Summary
with Revenues and Expenditures**

Use

536	0950	3002800	SPECIAL DEPARTMENTAL EXPENSE	\$200.00	
536	0950	3002801	COUNTY WIDE COST ALLOCATION PL	\$905.68	
536	0950	3002807	ELECTRONIC SURVEILLANCE	\$827.00	
536	0950	3002901	CONFERENCES AND TRAINING	\$1,770.72	
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	\$10,292.13	
536	0950	3006050	LANDSCAPING AND IMPROVEMENTS	\$18,374.17	
536	0950	3006100	BUILDING & IMPROVEMENTS	\$137,700.52	
			TOTAL EXPENDITURES		\$377,198.57
			FUND TOTAL	\$0.00	\$0.00

Fund 536 HONEY LAKE VALLEY
 Budget Unit 0950 COMMUNITY POOL
 Cost Center NONE

Percent of Year Elapsed 44 %

HLVRA Budget Status

Account	Account Name	Adopted Appropriation	Adjusted Appropriation	Expenditures	Outstanding Encumbrance	Unencumbered Balance	Percent Approp
3020	SERVICES AND SUPPLIES						
3001150	SAFETY EQUIPMENT AND CLOTHING	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0%
3001200	COMMUNICATIONS	\$2,400.00	\$2,400.00	\$1,143.28	\$0.00	\$1,256.72	48%
3001400	HOUSEHOLD EXPENSES	\$4,000.00	\$4,000.00	\$371.17	\$0.00	\$3,628.83	9%
3001500	INSURANCE	\$8,140.00	\$8,140.00	\$4,070.00	\$0.00	\$4,070.00	50%
3001705	MAINTENANCE - POOL	\$42,000.00	\$42,000.00	\$28,341.09	\$0.00	\$13,658.91	67%
3002200	OFFICE EXPENSE	\$4,800.00	\$4,800.00	\$3,624.08	\$0.00	\$1,175.92	76%
3002250	BANK AND CREDIT CARD FEES	\$100.00	\$100.00	\$492.38	\$0.00	(\$392.38)	492%
3002251	CASH SHORT/OVER	\$100.00	\$100.00	(\$260.00)	\$0.00	\$360.00	-260%
3002300	PROFESSIONAL & SPECIALIZED SV	\$21,000.00	\$21,000.00	\$41,296.91	\$7,890.30	(\$28,187.21)	234%
3002359	CONTRACT FOR STAFF SERVICES	\$134,000.00	\$134,000.00	\$96,551.91	\$0.00	\$37,448.09	72%
3002400	PUBLICATIONS AND LEGAL NOTICES	\$5,100.00	\$5,100.00	\$967.50	\$0.00	\$4,132.50	19%
3002701	NON-CAPITALIZED EQUIPMENT	\$8,000.00	\$8,000.00	\$25,415.79	\$0.00	(\$17,415.79)	318%
3002800	SPECIAL DEPARTMENTAL EXPENSE	\$0.00	\$0.00	\$200.00	\$0.00	(\$200.00)	0%
3002801	COUNTY WIDE COST ALLOCATION PL	\$2,300.00	\$2,300.00	\$905.68	\$0.00	\$1,394.32	39%
3002807	ELECTRONIC SURVEILANCE	\$1,200.00	\$1,200.00	\$827.00	\$0.00	\$373.00	69%
3002901	CONFERENCES AND TRAINING	\$1,400.00	\$1,400.00	\$1,770.72	\$0.00	(\$370.72)	126%
3003000	UTILITIES	\$0.00	\$0.00	\$902.69	\$0.00	(\$902.69)	0%
3003010	UTILITIES-LIGHTS	\$10,000.00	\$10,000.00	\$3,727.95	\$0.00	\$6,272.05	37%
3003020	UTILITIES-WATER	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0%
3003030	UTILITIES-SEWER	\$5,000.00	\$5,000.00	\$483.60	\$0.00	\$4,516.40	10%
3003040	UTILITIES-GEOTHERMAL	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0%
3003050	UTILITIES-NATURAL GAS	\$6,000.00	\$6,000.00	\$10,292.13	\$0.00	(\$4,292.13)	172%
	Major Object Total	\$280,540.00	\$280,540.00	\$221,123.88	\$7,890.30	\$51,525.82	82%
3030	OTHER CHARGES						
3004900	DEPRECIATION	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0%
3005500	STORE/CONSESSION PURCHASES	\$19,200.00	\$19,200.00	\$0.00	\$0.00	\$19,200.00	0%
3005501	RECREATION ACTIVITY SUPPLIES	\$13,700.00	\$13,700.00	\$0.00	\$0.00	\$13,700.00	0%
	Major Object Total	\$37,900.00	\$37,900.00	\$0.00	\$0.00	\$37,900.00	0%
3040	FIXED ASSETS						
3006050	LANDSCAPING AND IMPROVEMENTS	\$36,000.00	\$36,000.00	\$18,374.17	\$0.00	\$17,625.83	51%
3006100	BUILDING & IMPROVEMENTS	\$44,300.00	\$44,300.00	\$137,700.52	\$0.00	(\$93,400.52)	311%
	Major Object Total	\$80,300.00	\$80,300.00	\$156,074.69	\$0.00	(\$75,774.69)	194%

Fund 536 HONEY LAKE VALLEY
 Budget Unit 0950 COMMUNITY POOL
 Cost Center NONE

**HLVRA
 Budget Status**

Percent of Year Elapsed 44 %

3090	PROVISIONS FOR CONTINGENCIES							
3010000	APPROPRIATION FOR CONTINGENCIE	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$10,000.00	0%
	Major Object Total	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$10,000.00	0%
	Cost Center Total	\$408,740.00	\$408,740.00	\$377,198.57	\$7,890.30	\$23,651.13	\$23,651.13	94%
	Budget Unit Total	\$408,740.00	\$408,740.00	\$377,198.57	\$7,890.30	\$23,651.13	\$23,651.13	94%
	Fund Total	\$408,740.00	\$408,740.00	\$377,198.57	\$7,890.30	\$23,651.13	\$23,651.13	94%

For Fiscal Year 2018
From 7/1/2017 To 6/30/2018

HLVRA Expenditure Detail with Account Totals

User: dwemple
Addendum = *

Date	FD	BU	Acct	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	(\$4000.00)
					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 CHLORINE	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 BICRAB 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	ARLIN BILLINGTON	391967 8/10/17 ACID MURIATIC	01117071	CL712931	\$744.32
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

For Fiscal Year 2018
From 7/1/2017 To 6/30/2018

HLVRA

Expenditure Detail with Account Totals

User: dwemple
Addendum = *

Date	FD	BU	Acct	Vendor	Vendor Name	Description	WT #	DOC #	Amount
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 11/1/17 FASTENERS HLVR	01119922	CL715567	\$13.74
11/30/17	536	0950	3001705	193	ARLIN BILLINGTON	400013 11/21/17 ACID HLVR	01120733	CL716465	\$833.05
12/07/17	536	0950	3001705	14515	LEE JOSEPH INC.	11/22/17 SODIUM BICRAB HLVR	01120985	CL716533	\$752.94
						Account 5360950 3001705		Total:	\$28,341.09
07/20/17	536	0950	3002200	1255	SHARON MCBRIDE	6/26/17 PLAGUES HLVR	01115409	CL711328	\$1,057.49
07/20/17	536	0950	3002200	315	RONALD D REBELL	6/-6/27/17 COPIES HLVR	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	\$75.86
08/03/17	536	0950	3002200	4104	OFFICE DEPOT	936357885001 6/30/17 HLVR	01115869	CL711689	\$75.86
08/03/17	536	0950	3002200	4104	OFFICE DEPOT	936357886001 6/27/17 HLVR	01115869	CL711689	\$75.86
08/03/17	536	0950	3002200	4104	OFFICE DEPOT	936357887001 6/27/17 HLVR	01115869	CL711689	\$75.86
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
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

HLVRA Expenditure Detail with Account Totals

Date	FD	BU	Acct	Vendor	Vendor Name	Description	WT #	DOC #	Amount
Account 5360950 3002200									
08/25/17	536	0950	3002250	0	UNASSIGNED VENDOR	8/24/2017	00000002	DPI20012	\$3,624.08
09/14/17	536	0950	3002250	0	UNASSIGNED VENDOR	HLVRA TRANSFER	00000002	DPI20311	\$61.63
10/24/17	536	0950	3002250	0	UNASSIGNED VENDOR	SEPT 2017 CREDIT CARD TRANS	00000002	DPI20926	\$157.98
11/09/17	536	0950	3002250	0	UNASSIGNED VENDOR	HLVRA TRANSFER TO COUNTY	00000002	DPI21275	\$126.13
Account 5360950 3002250									
08/21/17	536	0950	3002251	0	UNASSIGNED VENDOR	8/16/2017	00000002	DPI119931	\$146.64
09/14/17	536	0950	3002251	0	UNASSIGNED VENDOR	HLVRA TRANSFER	00000002	DPI20311	\$492.38
10/24/17	536	0950	3002251	0	UNASSIGNED VENDOR	SEPT 2017 CREDIT CARD TRANS	00000002	DPI20926	(\$46.00)
11/09/17	536	0950	3002251	0	UNASSIGNED VENDOR	START UP TILL CASH	00000002	DPI21275	\$1.00
Account 5360950 3002251									
11/09/17	536	0950	3002252	0	UNASSIGNED VENDOR	HLVRA TRANSFER TO COUNTY	00000002	DPI21275	(\$15.00)
11/13/17	536	0950	3002252	0	UNASSIGNED VENDOR	NSF- REPLACEMENT CC PMT	00000002	DPI21302	(\$200.00)
Account 5360950 3002252									
07/20/17	536	0950	3002300	3297	KRONICK,MOSOVITS,TIEDEMANN &	5/31-6/22/17 LEGAL SERVICES H	01115366	CO180038	\$0.00
08/24/17	536	0950	3002300	186	CITY OF SUSANVILLE	RMB ADMIN SERV THRU 6/30/17	01116754	CL712565	\$562.20
09/07/17	536	0950	3002300	99998	CA ASSOC OF REC&PARK DISTRICTS	7/1/17-6/30/18 MEMBERSHIP DUES	01117325	CL713155	\$21,458.89
09/28/17	536	0950	3002300	3297	KRONICK,MOSOVITS,TIEDEMANN &	8/9-8/16/17 LEGAL SERVICES HL	01181165	CO180038	\$400.00
10/26/17	536	0950	3002300	186	CITY OF SUSANVILLE	RMB ADMIN SERV THRU 9/22/17	01119431	CL715149	\$405.00
10/26/17	536	0950	3002300	3297	KRONICK,MOSOVITS,TIEDEMANN &	9/12-9/21/17 LEGAL SERVICES HL	01119408	CO180038	\$14,151.43
11/09/17	536	0950	3002300	3297	KRONICK,MOSOVITS,TIEDEMANN &	10/4-10/12/17 LEGAL SERVICES H	01119943	CO180038	\$135.00
11/30/17	536	0950	3002300	186	CITY OF SUSANVILLE	THRU 11/3/17 ADMIN FEES	01120736	CL716466	\$607.50
Account 5360950 3002300									
08/24/17	536	0950	3002359	186	CITY OF SUSANVILLE	RMB POOL EMPLOY THRU 6/30/17	01116754	CL712565	\$3,576.89
10/26/17	536	0950	3002359	186	CITY OF SUSANVILLE	RMB POOL EMPLOY THRU 9/22/17	01119431	CL715149	\$41,296.91
11/30/17	536	0950	3002359	186	CITY OF SUSANVILLE	THRU 11/3/17 POOL EMPLOYEE	01120736	CL716466	\$14,414.84
Account 5360950 3002359									
08/24/17	536	0950	3002400	186	CITY OF SUSANVILLE	RMB PUBLICATION THRU 6/30/17	01116754	CL712565	\$66,494.54
10/26/17	536	0950	3002400	186	CITY OF SUSANVILLE	RMB PUBLICATION THRU 9/22/17	01119431	CL715149	\$15,642.53
Account 5360950 3002400									
07/20/17	536	0950	3002701	14444	KNORR SYSTEMS, INC.	6/30/17 25M LANE W/DISC	01115408	CL711324	\$96,551.91
07/20/17	536	0950	3002701	14444	KNORR SYSTEMS, INC.	6/30/17 LANE REEL/COVER	01115407	CL711321	\$180.60
07/27/17	536	0950	3002701	14445	SCP DISTRIBUTORS, LLC	S1320026 7/1/17 SPINE BOARD	01115653	CL711438	\$786.90
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 SECURITY SYSTEMS, 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

For Fiscal Year 2018
From 7/1/2017 To 6/30/2018

HLVRA

Expenditure Detail with Account Totals

User: dwemple
Addendum = *

Date	FD	BU	Acct	Vendor	Vendor Name	Description	WT #	DOC #	Amount
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	SB324099 8/24/17 BACKSTROKE	01117300	CL713134	\$1,011.90
09/14/17	536	0950	3002701	14445	SCP DISTRIBUTORS, LLC	SB324910 8/31/17 ROPE	01117505	CL713300	\$678.24
09/28/17	536	0950	3002701	14445	SCP DISTRIBUTORS, LLC	SB325438 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.	11211346 6/26/17 KICKBOARD	01119050	CL714740	\$174.91
10/19/17	536	0950	3002701	14615	INDUSTRIAL SUPPLIES	6/16/17 GJULIAMS 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	JE0000660	(\$25.00)
07/03/17	536	0950	3002800	0	UNASSIGNED VENDOR	Account 5360950 3002701	Total:		\$25,415.79
09/22/17	536	0950	3002801	0	UNASSIGNED VENDOR	TILL AND SAFE	00000002	DP119092	\$200.00
12/07/17	536	0950	3002801	0	UNASSIGNED VENDOR	Account 5360950 3002800	Total:		\$200.00
08/31/17	536	0950	3002807	10037	MARTIN SECURITY SYSTEMS, INC	17/18 COST PLAN 1ST QTR	00000001	JE0000334	\$452.84
10/19/17	536	0950	3002807	10037	MARTIN SECURITY SYSTEMS, INC	17/18 COST PLAN CHARGES	00000001	JE0000812	\$452.84
11/06/17	536	0950	3002807	10037	MARTIN SECURITY SYSTEMS, INC	Account 5360950 3002801	Total:		\$905.68
11/06/17	536	0950	3002807	10037	MARTIN SECURITY SYSTEMS, INC	8/18/17 66 N.LASSEN SETUP	01117043	CL712784	\$169.00
11/09/17	536	0950	3002807	10037	MARTIN SECURITY SYSTEMS, INC	10/26/17 HLVR 66 N.LASSEN	01119052	CL714743	\$25.00
12/07/17	536	0950	3002807	10037	MARTIN SECURITY SYSTEMS, INC	COR#1115865 6/30/17 34195	00000001	JE000660	\$25.00
12/07/17	536	0950	3002807	14648	WILLIAM L. BUNCH, JR	COR#1116194 AUG17	00000001	JE000660	\$230.00
07/20/17	536	0950	3002901	99998	ALDEN SINGLETON	10/31/17 HLVR 66 N.LASSEN	01119923	CL715568	\$25.00
07/20/17	536	0950	3002901	99998	ERIKA ZIMMERMANN	DEC17 HLVR 66 N.LASSEN	01120986	CL716534	\$25.00
07/20/17	536	0950	3002901	99998	ETHAN HEFFNER	12/22/17-12/21/18 MONITOR FEE	01120988	CL716547	\$328.00
07/20/17	536	0950	3002901	99998	GWYNETH STUBBS	Account 5360950 3002807	Total:		\$827.00
07/20/17	536	0950	3002901	99998	ISABELLE SILVA	RMB 6/7-8/17 RED CROSS TRAININ	01115397	CL711352	\$100.00
07/20/17	536	0950	3002901	99998	JAQUELLE DODGE	RMB 6/7-8/17 RED CROSS TRAININ	01115400	CL711355	\$100.00
07/20/17	536	0950	3002901	99998	JENNA MONAHAN	RMB 6/7-8/17 RED CROSS TRAININ	01115390	CL711345	\$100.00
07/20/17	536	0950	3002901	99998		RMB 6/7-8/17 RED CROSS TRAININ	01115398	CL711353	\$100.00
07/20/17	536	0950	3002901	99998		RMB 6/7-8/17 RED CROSS TRAININ	01115396	CL711351	\$100.00
07/20/17	536	0950	3002901	99998		RMB 6/7-8/17 RED CROSS TRAININ	01115388	CL711343	\$100.00
07/20/17	536	0950	3002901	99998		RMB 6/7-8/17 RED CROSS TRAININ	01115393	CL711348	\$100.00

HLVRA

Expenditure Detail with Account Totals

Date	FD	BU	Acct	Vendor	Vendor Name	Description	WT #	DOC #	Amount
07/20/17	536	0950	3002901	99998	JESSICA DIERMIER	RMB 6/7-8/17 RED CROSS TRAININ	01115387	CL711342	\$100.00
07/20/17	536	0950	3002901	99998	JON CELUM	RMB 6/7-8/17 RED CROSS TRAININ	01115386	CL711341	\$100.00
07/20/17	536	0950	3002901	99998	LOUIS MEDVIN	RMB 6/7-8/17 RED CROSS TRAININ	01115392	CL711347	\$100.00
07/20/17	536	0950	3002901	99998	MICHAEL PELFREY	RMB 6/7-8/17 RED CROSS TRAININ	01115394	CL711349	\$100.00
07/20/17	536	0950	3002901	99998	NANCY HEFFNER	RMB 6/7-8/17 RED CROSS TRAININ	01115391	CL711346	\$100.00
07/20/17	536	0950	3002901	99998	REESA RICE	RMB 6/7-8/17 RED CROSS TRAININ	01115395	CL711350	\$100.00
07/20/17	536	0950	3002901	99998	SEANN FRANCOIS	RMB 6/7-8/17 RED CROSS TRAININ	01115389	CL711344	\$100.00
07/20/17	536	0950	3002901	99998	TATUM THOMAS	RMB 6/7-8/17 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 HLVRA 66 N.LASSEN	01116194	CL712012	\$230.00
08/10/17	536	0950	3003000	186	CITY OF SUSANVILLE	7/11-7/31/17 HLVRA	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 7/11-7/31/17	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)
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
12/07/17	536	0950	3003050	186	CITY OF SUSANVILLE	11/10-11/18/17 800SOUTH	01120987	CL716535	\$389.95
					Account 5360950 3003050		Total:		\$10,292.13
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

For Fiscal Year 2018
From 7/1/2017 To 6/30/2018

HLVRA Expenditure Detail with Account Totals

User: dwemple
Addendum = *

Date	FD	BU	Acct	Vendor	Vendor Name	Description	WT #	DOC #	Amount
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
11/30/17	536	0950	3006050	186	CITY OF SUSANVILLE	THRU 11/3/17 LANDSCAPING COSTS	01120736	CL716466	\$492.35
						Account 5360950 3006050		Total:	\$18,374.17
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
12/07/17	536	0950	3006100	10547	RECREONICS, INC.	PO#175139 INV#66052 11/7/17	01120892	CL716807	\$13,022.19
						Account 5360950 3006100		Total:	\$137,700.52
Total Budget Year Expenditures:									\$377,198.57
Grand Total:									\$377,198.57

Fund 536 HONEY LAKE VALLEY
 Budget Unit 0950 COMMUNITY POOL
 Cost Center NONE

HLVRA
Revenue Status

Percent of Year Elapsed 44 %

Account	Account Name	Adopted Estimated Revenue	Adjusted Estimated Revenue	Revenue Realized	Unrealized	Percent Revenue
2040	REVENUE FR USE OF MONEY & PROP					
2003000	INTEREST	\$0.00	\$0.00	(\$930.16)	(\$930.16)	0%
2003203	ADMISSIONS/PASSES	\$50,000.00	\$50,000.00	(\$25,913.89)	\$24,086.11	52%
2003204	COMMERICAL SPACE	\$60,000.00	\$60,000.00	(\$38,404.70)	\$21,595.30	64%
2003206	HORSE SHOW	\$0.00	\$0.00	(\$5,560.00)	(\$5,560.00)	0%
2003212	RENTS & LEASES	\$24,000.00	\$24,000.00	(\$252.00)	\$23,748.00	1%
	Major Object Total	\$134,000.00	\$134,000.00	(\$71,060.75)	\$62,939.25	53%
2052	INTERGOVT REVENUE-OTHER					
2007400	OTHER-GOVERNMENTAL AGENCIES	\$160,000.00	\$160,000.00	(\$80,000.00)	\$80,000.00	50%
	Major Object Total	\$160,000.00	\$160,000.00	(\$80,000.00)	\$80,000.00	50%
2060	CHARGES FOR SERVICES					
2010611	OTHER FEES	\$56,000.00	\$56,000.00	(\$23,183.04)	\$32,816.96	41%
2010660	POOL PROGRAMS	\$46,000.00	\$46,000.00	(\$4,670.53)	\$41,329.47	10%
2010661	PARTYS AND SPECIAL EVENTS	\$9,000.00	\$9,000.00	(\$739.13)	\$8,260.87	8%
	Major Object Total	\$111,000.00	\$111,000.00	(\$28,592.70)	\$82,407.30	26%
2070	MISCELLANEOUS					
2011200	MISCELLANEOUS	\$0.00	\$0.00	(\$311.88)	(\$311.88)	0%
	Major Object Total	\$0.00	\$0.00	(\$311.88)	(\$311.88)	0%
2080	OTHER FINANCING SOURCES					
2012400	OTHER - TRUST TRANSFERS	\$10,412.00	\$10,412.00	\$0.00	\$10,412.00	0%
	Major Object Total	\$10,412.00	\$10,412.00	\$0.00	\$10,412.00	0%
	Cost Center Total	\$415,412.00	\$415,412.00	(\$179,965.33)	\$235,446.67	43%
	Budget Unit Total	\$415,412.00	\$415,412.00	(\$179,965.33)	\$235,446.67	43%
	Fund Total	\$415,412.00	\$415,412.00	(\$179,965.33)	\$235,446.67	43%

HLVRA Revenue Account Detail

Date	FD	B/U	Account	Vendor Name	Description	DOC #	Amount
07/03/2017	536	0950	2003000	UNASSIGNED VENDOR	Programs - Deposit 7/3/2017	DP119104	(\$14.00)
10/01/2017	536	0950	2003000	UNASSIGNED VENDOR	JUL-SEP INTEREST APPORTIONMENT	JE000376	(\$916.16)
20030000 Total							
07/03/2017	536	0950	2003203	UNASSIGNED VENDOR	DAILY PASS	DP119092	(\$930.16)
07/03/2017	536	0950	2003203	UNASSIGNED VENDOR	MONTHLY PASS	DP119092	(\$316.00)
07/03/2017	536	0950	2003203	UNASSIGNED VENDOR	Pool Deposit 7/3/2017	DP119104	(\$545.00)
07/14/2017	536	0950	2003203	UNASSIGNED VENDOR	6/29/17	DP119286	(\$1,421.00)
07/14/2017	536	0950	2003203	UNASSIGNED VENDOR	6/30/17	DP119287	(\$166.00)
07/14/2017	536	0950	2003203	UNASSIGNED VENDOR	7/1/17	DP119288	(\$100.00)
07/14/2017	536	0950	2003203	UNASSIGNED VENDOR	7/10/17	DP119288	(\$250.00)
07/14/2017	536	0950	2003203	UNASSIGNED VENDOR	7/11/17	DP119297	(\$336.00)
07/14/2017	536	0950	2003203	UNASSIGNED VENDOR	7/12/17	DP119298	(\$312.00)
07/14/2017	536	0950	2003203	UNASSIGNED VENDOR	7/13/17	DP119299	(\$563.00)
07/14/2017	536	0950	2003203	UNASSIGNED VENDOR	7/2/17	DP119300	(\$408.00)
07/14/2017	536	0950	2003203	UNASSIGNED VENDOR	7/3/17	DP119289	(\$185.00)
07/14/2017	536	0950	2003203	UNASSIGNED VENDOR	7/4/17	DP119291	(\$359.00)
07/14/2017	536	0950	2003203	UNASSIGNED VENDOR	7/5/17	DP119292	(\$90.00)
07/14/2017	536	0950	2003203	UNASSIGNED VENDOR	7/6/17	DP119293	(\$262.00)
07/14/2017	536	0950	2003203	UNASSIGNED VENDOR	7/7/17	DP119294	(\$519.00)
07/14/2017	536	0950	2003203	UNASSIGNED VENDOR	7/8/17	DP119295	(\$716.00)
07/14/2017	536	0950	2003203	UNASSIGNED VENDOR	7/9/17	DP119290	(\$538.00)
07/19/2017	536	0950	2003203	UNASSIGNED VENDOR	Pool Rec 7/14/17	DP119296	(\$356.00)
07/19/2017	536	0950	2003203	UNASSIGNED VENDOR	Pool Rec 7/15/17	DP119370	(\$507.00)
07/19/2017	536	0950	2003203	UNASSIGNED VENDOR	Pool Rec 7/16/17	DP119371	(\$728.00)
07/19/2017	536	0950	2003203	UNASSIGNED VENDOR	Pool Receipts 7/17/17	DP119372	(\$473.75)
07/21/2017	536	0950	2003203	UNASSIGNED VENDOR	POOL 7/18/17	DP119373	(\$493.20)
07/21/2017	536	0950	2003203	UNASSIGNED VENDOR	POOL 7/19/17	DP119420	(\$568.00)
07/28/2017	536	0950	2003203	UNASSIGNED VENDOR	FOR BUSINESS 6/28 - 7/21	DP119421	(\$306.00)
07/28/2017	536	0950	2003203	UNASSIGNED VENDOR	POOL 7/20/17	DP119550	(\$1,568.27)
07/28/2017	536	0950	2003203	UNASSIGNED VENDOR	POOL 7/21/2017	DP119551	(\$342.00)
07/28/2017	536	0950	2003203	UNASSIGNED VENDOR	POOL 7/22/207	DP119552	(\$172.00)
07/28/2017	536	0950	2003203	UNASSIGNED VENDOR	POOL 7/23/2017	DP119553	(\$312.00)
07/28/2017	536	0950	2003203	UNASSIGNED VENDOR	POOL 7/24/2017	DP119554	(\$322.00)
07/28/2017	536	0950	2003203	UNASSIGNED VENDOR	POOL 7/25/2017	DP119555	(\$242.10)
07/28/2017	536	0950	2003203	UNASSIGNED VENDOR	POOL 7/26/2016	DP119556	(\$312.00)
07/28/2017	536	0950	2003203	UNASSIGNED VENDOR	POOL 7/27/2017	DP119557	(\$275.00)
08/02/2017	536	0950	2003203	UNASSIGNED VENDOR	7/28/2017	DP119558	(\$433.20)
08/02/2017	536	0950	2003203	UNASSIGNED VENDOR	7/29/2017	DP119650	(\$454.25)
08/02/2017	536	0950	2003203	UNASSIGNED VENDOR	7/29/2017	DP119651	(\$374.00)

HLVRA Revenue Account Detail

Date	FD	B/U	Account	Vendor Name	Description	DOC #	Amount
08/02/2017	536	0950	2003203	UNASSIGNED VENDOR	7/30/2017	DP119649	(\$350.00)
08/04/2017	536	0950	2003203	UNASSIGNED VENDOR	7/31/2017	DP119682	(\$314.00)
08/04/2017	536	0950	2003203	UNASSIGNED VENDOR	8/1/2017	DP119683	(\$364.00)
08/07/2017	536	0950	2003203	UNASSIGNED VENDOR	8/2/2017	DP119703	(\$220.00)
08/07/2017	536	0950	2003203	UNASSIGNED VENDOR	8/3/2017	DP119704	(\$250.00)
08/07/2017	536	0950	2003203	UNASSIGNED VENDOR	8/4/2017	DP119705	(\$288.00)
08/07/2017	536	0950	2003203	UNASSIGNED VENDOR	8/5/2017	DP119706	(\$90.00)
08/07/2017	536	0950	2003203	UNASSIGNED VENDOR	8/6/2017	DP119707	(\$118.00)
08/11/2017	536	0950	2003203	UNASSIGNED VENDOR	8/11/17	DP119785	(\$613.31)
08/11/2017	536	0950	2003203	UNASSIGNED VENDOR	8/7/17	DP119781	(\$176.00)
08/11/2017	536	0950	2003203	UNASSIGNED VENDOR	8/8/17	DP119782	(\$160.00)
08/11/2017	536	0950	2003203	UNASSIGNED VENDOR	8/9/17	DP119783	(\$323.00)
08/14/2017	536	0950	2003203	UNASSIGNED VENDOR	8/10/2017	DP119820	(\$268.90)
08/14/2017	536	0950	2003203	UNASSIGNED VENDOR	8/11/2017	DP119821	(\$230.00)
08/14/2017	536	0950	2003203	UNASSIGNED VENDOR	8/12/2017	DP119822	(\$362.00)
08/14/2017	536	0950	2003203	UNASSIGNED VENDOR	8/13/2017	DP119823	(\$324.00)
08/17/2017	536	0950	2003203	UNASSIGNED VENDOR	8/15/2017	DP119892	(\$212.00)
08/17/2017	536	0950	2003203	UNASSIGNED VENDOR	8/17/17	DP119891	(\$164.00)
08/21/2017	536	0950	2003203	UNASSIGNED VENDOR	8/16/2017	DP119931	(\$312.00)
08/21/2017	536	0950	2003203	UNASSIGNED VENDOR	8/17/2017	DP119932	(\$128.00)
08/21/2017	536	0950	2003203	UNASSIGNED VENDOR	8/20/2017	DP119934	(\$106.00)
08/21/2017	536	0950	2003203	UNASSIGNED VENDOR	DAILY PASSES	DP119929	(\$204.00)
08/21/2017	536	0950	2003203	UNASSIGNED VENDOR	DAILY PASSES	DP119933	(\$294.00)
08/25/2017	536	0950	2003203	UNASSIGNED VENDOR	8/21/2017	DP120008	(\$98.00)
08/25/2017	536	0950	2003203	UNASSIGNED VENDOR	8/22/2017	DP120009	(\$76.00)
08/25/2017	536	0950	2003203	UNASSIGNED VENDOR	8/23/2017	DP120010	(\$98.00)
08/25/2017	536	0950	2003203	UNASSIGNED VENDOR	8/24/2017	DP120012	(\$462.91)
09/14/2017	536	0950	2003203	UNASSIGNED VENDOR	HLVRA TRANSFER	DP120311	(\$1,324.00)
10/24/2017	536	0950	2003203	UNASSIGNED VENDOR	SEPT 2017 CREDIT CARD TRANS	DP120926	(\$2,337.00)
11/09/2017	536	0950	2003203	UNASSIGNED VENDOR	HLVRA TRANSFER TO COUNTY	DP121275	(\$302.00)
			2003203 Total				(\$25,913.89)
07/03/2017	536	0950	2003204	UNASSIGNED VENDOR	Pool Deposit 7/3/2017	DP119104	(\$960.00)
07/14/2017	536	0950	2003204	UNASSIGNED VENDOR	6/29/17	DP119286	(\$210.00)
07/14/2017	536	0950	2003204	UNASSIGNED VENDOR	6/30/17	DP119287	(\$20.00)
07/14/2017	536	0950	2003204	UNASSIGNED VENDOR	7/1/17	DP119288	(\$80.00)
07/14/2017	536	0950	2003204	UNASSIGNED VENDOR	7/10/17	DP119297	(\$254.00)
07/14/2017	536	0950	2003204	UNASSIGNED VENDOR	7/11/17	DP119298	(\$109.00)
07/14/2017	536	0950	2003204	UNASSIGNED VENDOR	7/12/17	DP119299	(\$156.00)

For Fiscal Year 2018
From 7/1/2017 to 6/30/2018

User: dweemple

HLVRA Revenue Account Detail

Date	FD	B/U	Account	Vendor Name	Description	DOC #	Amount
07/14/2017	536	0950	2003204	UNASSIGNED VENDOR	7/13/17	DP119300	(\$490.00)
07/14/2017	536	0950	2003204	UNASSIGNED VENDOR	7/2/17	DP119289	(\$40.00)
07/14/2017	536	0950	2003204	UNASSIGNED VENDOR	7/3/17	DP119291	(\$140.00)
07/14/2017	536	0950	2003204	UNASSIGNED VENDOR	7/4/17	DP119292	(\$310.00)
07/14/2017	536	0950	2003204	UNASSIGNED VENDOR	7/5/17	DP119293	(\$200.00)
07/14/2017	536	0950	2003204	UNASSIGNED VENDOR	7/6/17	DP119294	(\$457.00)
07/14/2017	536	0950	2003204	UNASSIGNED VENDOR	7/7/17	DP119295	(\$192.00)
07/14/2017	536	0950	2003204	UNASSIGNED VENDOR	7/8/17	DP119290	(\$215.00)
07/14/2017	536	0950	2003204	UNASSIGNED VENDOR	7/9/17	DP119296	(\$115.00)
07/19/2017	536	0950	2003204	UNASSIGNED VENDOR	Pool Rec 7/14/17	DP119370	(\$185.00)
07/19/2017	536	0950	2003204	UNASSIGNED VENDOR	Pool Rec 7/15/17	DP119371	(\$40.00)
07/19/2017	536	0950	2003204	UNASSIGNED VENDOR	Pool Rec 7/16/17	DP119372	(\$10.00)
07/19/2017	536	0950	2003204	UNASSIGNED VENDOR	Pool Receipts 7/17/17	DP119373	(\$782.00)
07/21/2017	536	0950	2003204	UNASSIGNED VENDOR	POOL 7/18/17	DP119420	(\$70.00)
07/28/2017	536	0950	2003204	UNASSIGNED VENDOR	FOR BUSINESS 6/28 - 7/21	DP119550	(\$11,502.60)
07/28/2017	536	0950	2003204	UNASSIGNED VENDOR	POOL 7/20/17	DP119551	(\$130.00)
07/28/2017	536	0950	2003204	UNASSIGNED VENDOR	POOL 7/22/207	DP119553	(\$57.00)
07/28/2017	536	0950	2003204	UNASSIGNED VENDOR	POOL 7/23/2017	DP119554	(\$60.00)
07/28/2017	536	0950	2003204	UNASSIGNED VENDOR	POOL 7/25/2017	DP119556	(\$24.00)
07/28/2017	536	0950	2003204	UNASSIGNED VENDOR	POOL 7/26/2016	DP119557	(\$35.00)
07/28/2017	536	0950	2003204	UNASSIGNED VENDOR	POOL 7/27/2017	DP119558	(\$72.00)
08/02/2017	536	0950	2003204	UNASSIGNED VENDOR	7/28/2017	DP119650	(\$60.00)
08/02/2017	536	0950	2003204	UNASSIGNED VENDOR	7/29/2017	DP119651	(\$130.00)
08/02/2017	536	0950	2003204	UNASSIGNED VENDOR	7/30/2017	DP119649	(\$20.00)
08/04/2017	536	0950	2003204	UNASSIGNED VENDOR	7/31/2017	DP119682	(\$322.00)
08/04/2017	536	0950	2003204	UNASSIGNED VENDOR	8/1/2017	DP119683	(\$1,134.00)
08/07/2017	536	0950	2003204	UNASSIGNED VENDOR	8/2/2017	DP119703	(\$711.00)
08/07/2017	536	0950	2003204	UNASSIGNED VENDOR	8/3/2017	DP119704	(\$423.00)
08/07/2017	536	0950	2003204	UNASSIGNED VENDOR	8/4/2017	DP119705	(\$399.00)
08/07/2017	536	0950	2003204	UNASSIGNED VENDOR	8/5/2017	DP119706	(\$112.00)
08/11/2017	536	0950	2003204	UNASSIGNED VENDOR	8/11/17	DP119785	(\$5,804.25)
08/11/2017	536	0950	2003204	UNASSIGNED VENDOR	8/7/17	DP119781	(\$239.00)
08/11/2017	536	0950	2003204	UNASSIGNED VENDOR	8/8/17	DP119782	(\$20.00)
08/11/2017	536	0950	2003204	UNASSIGNED VENDOR	8/9/17	DP119783	(\$121.00)
08/14/2017	536	0950	2003204	UNASSIGNED VENDOR	8/10/2017	DP119820	(\$105.00)
08/14/2017	536	0950	2003204	UNASSIGNED VENDOR	8/11/2017	DP119821	(\$115.00)
08/14/2017	536	0950	2003204	UNASSIGNED VENDOR	8/12/2017	DP119822	(\$135.00)
08/17/2017	536	0950	2003204	UNASSIGNED VENDOR		DP119891	(\$60.00)

HLVRA Revenue Account Detail

Date	FD	B/U	Account	Vendor Name	Description	DOC #	Amount
08/21/2017	536	0950	2003204	UNASSIGNED VENDOR	8/17/2017	DP119932	(\$150.00)
08/25/2017	536	0950	2003204	UNASSIGNED VENDOR	8/22/2017	DP120009	(\$90.00)
08/25/2017	536	0950	2003204	UNASSIGNED VENDOR	8/23/2017	DP120010	(\$20.00)
08/25/2017	536	0950	2003204	UNASSIGNED VENDOR	8/24/2017	DP120012	(\$2,273.64)
09/14/2017	536	0950	2003204	UNASSIGNED VENDOR	HLVRA TRANSFER	DP120311	(\$1,937.50)
10/24/2017	536	0950	2003204	UNASSIGNED VENDOR	SEPT 2017 CREDIT CARD TRANS	DP120926	(\$4,780.71)
11/09/2017	536	0950	2003204	UNASSIGNED VENDOR	HLVRA TRANSFER TO COUNTY	DP121275	(\$2,327.00)
			2003204 Total				(\$38,404.70)
08/25/2017	536	0950	2003206	UNASSIGNED VENDOR	8/22/2017	DP120009	(\$110.00)
09/14/2017	536	0950	2003206	UNASSIGNED VENDOR	HLVRA TRANSFER	DP120311	(\$5,220.00)
09/29/2017	536	0950	2003206	UNASSIGNED VENDOR	NSF CK#503	CM000235	\$130.00
09/30/2017	536	0950	2003206	UNASSIGNED VENDOR	REV CM235	CM000245	(\$130.00)
10/24/2017	536	0950	2003206	UNASSIGNED VENDOR	SEPT 2017 CREDIT CARD TRANS	DP120926	(\$230.00)
			2003206 Total				(\$5,560.00)
07/03/2017	536	0950	2003212	UNASSIGNED VENDOR	Pool deposit 7-3-2017	DP119104	(\$2.00)
09/14/2017	536	0950	2003212	UNASSIGNED VENDOR	HLVRA TRANSFER	DP120311	(\$250.00)
			2003212 Total				(\$252.00)
07/17/2017	536	0950	2007400	CITY OF SUSANVILLE	City 7/17/17HLVRA CONTRIBUTION	DP119313	(\$80,000.00)
			2007400 Total				(\$80,000.00)
07/03/2017	536	0950	2010611	UNASSIGNED VENDOR	Pool Deposit 7/3/2017	DP119104	(\$90.00)
07/03/2017	536	0950	2010611	UNASSIGNED VENDOR	SWIM LESSON	DP119092	(\$80.00)
07/14/2017	536	0950	2010611	UNASSIGNED VENDOR	7/10/17	DP119297	(\$290.00)
07/14/2017	536	0950	2010611	UNASSIGNED VENDOR	7/11/17	DP119298	(\$35.00)
07/14/2017	536	0950	2010611	UNASSIGNED VENDOR	7/3/17	DP119291	(\$800.00)
07/19/2017	536	0950	2010611	UNASSIGNED VENDOR	Pool Rec 7/14/17	DP119370	(\$170.00)
07/19/2017	536	0950	2010611	UNASSIGNED VENDOR	Pool Rec 7/15/17	DP119371	(\$90.00)
07/19/2017	536	0950	2010611	UNASSIGNED VENDOR	Pool Rec 7/16/17	DP119372	(\$160.00)
07/19/2017	536	0950	2010611	UNASSIGNED VENDOR	Pool Receipts 7/17/17	DP119373	(\$730.00)
07/21/2017	536	0950	2010611	UNASSIGNED VENDOR	POOL 7/19/17	DP119421	(\$630.00)
07/28/2017	536	0950	2010611	UNASSIGNED VENDOR	FOR BUSINESS 6/28 - 7/21	DP119550	(\$9,848.94)
07/28/2017	536	0950	2010611	UNASSIGNED VENDOR	POOL 7/20/17	DP119551	(\$40.00)
07/28/2017	536	0950	2010611	UNASSIGNED VENDOR	POOL 7/22/207	DP119553	(\$40.00)
07/28/2017	536	0950	2010611	UNASSIGNED VENDOR	POOL 7/24/2017	DP119555	(\$200.00)
08/02/2017	536	0950	2010611	UNASSIGNED VENDOR	POOL 7/27/2017	DP119558	(\$260.00)
08/04/2017	536	0950	2010611	UNASSIGNED VENDOR	POOL 7/28/2017	DP119650	(\$480.00)
08/07/2017	536	0950	2010611	UNASSIGNED VENDOR	7/31/2017	DP119682	(\$320.00)
08/11/2017	536	0950	2010611	UNASSIGNED VENDOR	8/2/2017	DP119703	(\$170.00)
					8/11/17	DP119785	(\$5,355.02)

HLVRA Revenue Account Detail

Date	FD	B/U	Account	Vendor Name	Description	DOC #	Amount
08/11/2017	536	0950	2010611	UNASSIGNED VENDOR	8/7/17	DP119781	(\$35.00)
08/11/2017	536	0950	2010611	UNASSIGNED VENDOR	8/9/17	DP119783	(\$150.00)
08/14/2017	536	0950	2010611	UNASSIGNED VENDOR	8/10/2017	DP119820	(\$35.00)
08/14/2017	536	0950	2010611	UNASSIGNED VENDOR	8/11/2017	DP119821	(\$210.00)
08/14/2017	536	0950	2010611	UNASSIGNED VENDOR	8/13/2017	DP119823	(\$25.00)
08/17/2017	536	0950	2010611	UNASSIGNED VENDOR		DP119891	(\$35.00)
08/21/2017	536	0950	2010611	UNASSIGNED VENDOR	8/17/2017	DP119932	(\$305.00)
08/25/2017	536	0950	2010611	UNASSIGNED VENDOR	8/22/2017	DP120009	(\$185.00)
08/25/2017	536	0950	2010611	UNASSIGNED VENDOR	8/24/2017	DP120012	(\$1,232.08)
09/14/2017	536	0950	2010611	UNASSIGNED VENDOR	HLVRA TRANSFER	DP120311	(\$740.00)
10/24/2017	536	0950	2010611	UNASSIGNED VENDOR	SEPT 2017 CREDIT CARD TRANS	DP120926	(\$442.00)
2010611 Total							(\$23,183.04)
07/14/2017	536	0950	2010660	UNASSIGNED VENDOR	7/5/17	DP119293	(\$13.00)
07/14/2017	536	0950	2010660	UNASSIGNED VENDOR	PROGRAMMING	DP119288	(\$6.00)
07/14/2017	536	0950	2010660	UNASSIGNED VENDOR	PROGRAMMING	DP119291	(\$14.00)
07/14/2017	536	0950	2010660	UNASSIGNED VENDOR	PROGRAMMING	DP119292	(\$6.00)
07/14/2017	536	0950	2010660	UNASSIGNED VENDOR	PROGRAMMING	DP119297	(\$53.00)
07/14/2017	536	0950	2010660	UNASSIGNED VENDOR	PROGRAMMING	DP119298	(\$34.00)
07/14/2017	536	0950	2010660	UNASSIGNED VENDOR	PROGRAMMING	DP119299	(\$36.00)
07/14/2017	536	0950	2010660	UNASSIGNED VENDOR	PROGRAMMING	DP119300	(\$26.00)
07/19/2017	536	0950	2010660	UNASSIGNED VENDOR	Pool Rec 7/14/17	DP119370	(\$54.00)
07/19/2017	536	0950	2010660	UNASSIGNED VENDOR	Pool Receipts 7/17/17	DP119373	(\$62.00)
07/21/2017	536	0950	2010660	UNASSIGNED VENDOR	POOL 7/18/17	DP119420	(\$96.00)
07/21/2017	536	0950	2010660	UNASSIGNED VENDOR	POOL 7/19/17	DP119421	(\$32.00)
07/28/2017	536	0950	2010660	UNASSIGNED VENDOR	7/26/2017	DP119557	(\$62.00)
07/28/2017	536	0950	2010660	UNASSIGNED VENDOR	FOR BUSINESS 6/28 - 7/21	DP119550	(\$94.61)
07/28/2017	536	0950	2010660	UNASSIGNED VENDOR	POOL 7/20/17	DP119551	(\$122.00)
07/28/2017	536	0950	2010660	UNASSIGNED VENDOR	POOL 7/21/2017	DP119552	(\$34.00)
07/28/2017	536	0950	2010660	UNASSIGNED VENDOR	POOL 7/22/207	DP119553	(\$32.00)
07/28/2017	536	0950	2010660	UNASSIGNED VENDOR	POOL 7/24/2017	DP119555	(\$82.00)
07/28/2017	536	0950	2010660	UNASSIGNED VENDOR	POOL 7/25/2017	DP119556	(\$120.00)
07/28/2017	536	0950	2010660	UNASSIGNED VENDOR	POOL 7/27/2017	DP119558	(\$134.00)
08/02/2017	536	0950	2010660	UNASSIGNED VENDOR	7/29/2017	DP119651	(\$82.00)
08/02/2017	536	0950	2010660	UNASSIGNED VENDOR	POOL 7/28/2017	DP119650	(\$74.00)
08/04/2017	536	0950	2010660	UNASSIGNED VENDOR	7/31/2017	DP119682	(\$98.00)
08/04/2017	536	0950	2010660	UNASSIGNED VENDOR	8/1/2017	DP119683	(\$38.00)
08/07/2017	536	0950	2010660	UNASSIGNED VENDOR	8/2/2017	DP119703	(\$36.00)
08/07/2017	536	0950	2010660	UNASSIGNED VENDOR	8/3/2017	DP119704	(\$38.00)

HLVRA Revenue Account Detail

Date	FD	B/U	Account	Vendor Name	Description	DOC #	Amount
08/07/2017	536	0950	2010660	UNASSIGNED VENDOR	8/4/2017	DP119705	(\$42.00)
08/07/2017	536	0950	2010660	UNASSIGNED VENDOR	8/5/2017	DP119706	(\$32.00)
08/11/2017	536	0950	2010660	UNASSIGNED VENDOR	8/11/17	DP119785	(\$77.26)
08/11/2017	536	0950	2010660	UNASSIGNED VENDOR	8/7/17	DP119781	(\$50.00)
08/11/2017	536	0950	2010660	UNASSIGNED VENDOR	8/8/17	DP119782	(\$70.00)
08/11/2017	536	0950	2010660	UNASSIGNED VENDOR	8/9/17	DP119783	(\$70.00)
08/14/2017	536	0950	2010660	UNASSIGNED VENDOR	8/10/2017	DP119820	(\$38.00)
08/14/2017	536	0950	2010660	UNASSIGNED VENDOR	8/11/2017	DP119821	(\$86.00)
08/14/2017	536	0950	2010660	UNASSIGNED VENDOR	8/12/2017	DP119822	(\$40.00)
08/17/2017	536	0950	2010660	UNASSIGNED VENDOR		DP119891	(\$48.00)
08/17/2017	536	0950	2010660	UNASSIGNED VENDOR	8/15/2017	DP119892	(\$28.00)
08/21/2017	536	0950	2010660	UNASSIGNED VENDOR	8/16/2017	DP119931	(\$36.00)
08/21/2017	536	0950	2010660	UNASSIGNED VENDOR	8/17/2017	DP119932	(\$46.00)
08/21/2017	536	0950	2010660	UNASSIGNED VENDOR	POOL PROGRAMS	DP119929	(\$46.00)
08/21/2017	536	0950	2010660	UNASSIGNED VENDOR	POOL PROGRAMS	DP119933	(\$16.00)
08/25/2017	536	0950	2010660	UNASSIGNED VENDOR	8/21/2017	DP120008	(\$48.00)
08/25/2017	536	0950	2010660	UNASSIGNED VENDOR	8/22/2017	DP120009	(\$32.00)
08/25/2017	536	0950	2010660	UNASSIGNED VENDOR	8/23/2017	DP120010	(\$60.00)
08/25/2017	536	0950	2010660	UNASSIGNED VENDOR	8/24/2017	DP120012	(\$815.66)
09/14/2017	536	0950	2010660	UNASSIGNED VENDOR	HLVRA TRANSFER	DP120311	(\$368.00)
10/24/2017	536	0950	2010660	UNASSIGNED VENDOR	SEPT 2017 CREDIT CARD TRANS	DP120926	(\$804.00)
11/09/2017	536	0950	2010660	UNASSIGNED VENDOR	HLVRA TRANSFER TO COUNTY	DP121275	(\$319.00)
			2010660 Total				(\$4,670.53)
07/14/2017	536	0950	2010661	UNASSIGNED VENDOR	7/6/17	DP119294	(\$200.00)
07/19/2017	536	0950	2010661	UNASSIGNED VENDOR	Pool Rec 7/15/17	DP119371	(\$50.00)
07/28/2017	536	0950	2010661	UNASSIGNED VENDOR	FOR BUSINESS 6/28 - 7/21	DP119550	(\$489.13)
			2010661 Total				(\$739.13)
07/14/2017	536	0950	2011200	UNASSIGNED VENDOR	7/6/17	DP119294	(\$36.00)
07/14/2017	536	0950	2011200	UNASSIGNED VENDOR	7/7/17	DP119295	(\$56.00)
07/14/2017	536	0950	2011200	UNASSIGNED VENDOR	7/9/17	DP119296	(\$2.00)
07/14/2017	536	0950	2011200	UNASSIGNED VENDOR	PROGRAMMING	DP119290	(\$65.00)
07/19/2017	536	0950	2011200	UNASSIGNED VENDOR	Pool Rec 7/15/17	DP119371	(\$1.00)
07/19/2017	536	0950	2011200	UNASSIGNED VENDOR	Pool Receipts 7/17/17	DP119373	(\$1.00)
07/28/2017	536	0950	2011200	UNASSIGNED VENDOR	LOCK	DP119555	(\$1.00)
07/28/2017	536	0950	2011200	UNASSIGNED VENDOR	LOCK	DP119558	(\$2.00)
07/28/2017	536	0950	2011200	UNASSIGNED VENDOR	LOCK RENTAL	DP119553	(\$1.00)
08/02/2017	536	0950	2011200	UNASSIGNED VENDOR	LOCK 7/28/2017	DP119650	(\$1.00)
08/02/2017	536	0950	2011200	UNASSIGNED VENDOR	LOCKS 7/29/2017	DP119651	(\$1.00)

For Fiscal Year 2018
From 7/1/2017 to 6/30/2018

User: dwemple

HLVRA Revenue Account Detail

Date	FD	B/U	Account	Vendor Name	Description	DOC #	Amount
08/07/2017	536	0950	2011200	UNASSIGNED VENDOR	8/3/2017	DP119704	(\$1.00)
08/07/2017	536	0950	2011200	UNASSIGNED VENDOR	LOCK	DP119703	(\$1.00)
08/07/2017	536	0950	2011200	UNASSIGNED VENDOR	LOCKS	DP119705	(\$1.00)
08/11/2017	536	0950	2011200	UNASSIGNED VENDOR	LOCK RENTAL	DP119782	(\$23.00)
08/14/2017	536	0950	2011200	UNASSIGNED VENDOR	LOCKS	DP119821	(\$2.00)
08/21/2017	536	0950	2011200	UNASSIGNED VENDOR	MISC	DP119933	(\$2.00)
08/21/2017	536	0950	2011200	UNASSIGNED VENDOR	MISC.	DP119929	(\$2.00)
08/25/2017	536	0950	2011200	UNASSIGNED VENDOR	8/24/2017	DP120012	(\$7.88)
08/25/2017	536	0950	2011200	UNASSIGNED VENDOR	LOCKS	DP120010	(\$1.00)
10/24/2017	536	0950	2011200	UNASSIGNED VENDOR	SEPT 2017 CREDIT CARD TRANS	DP120926	(\$48.00)
11/09/2017	536	0950	2011200	UNASSIGNED VENDOR	DONATIONS	DP121275	(\$56.00)
2011200 Total							(\$311.88)
Grand Total							(\$179,965.33)
Grand Total							(\$179,965.33)

Submitted By: Heidi Whitlock, Secretary

Action Date: December 19, 2017

HLVRA AGENDA ITEM

PRESENTED BY: Dan Newton, Executive Officer

SUBJECT: Discussion of Fixed and Variable Cost Reports

SUMMARY: The Honey Lake Valley Recreation Authority, at its November 21, 2017 meeting, directed staff to prepare various financial reports including a report indicating pool costs pulling out one-time costs for the first four months. Additionally, the Board requested a report indicating original income projections, as well as expenses.

FISCAL IMPACT: None.

**ACTION
REQUESTED:** Information only.

ATTACHMENTS: Chronological Expense Detail Report (through December 13, 2017)
Line Item Expense Report (through December 13, 2017)
Total Cost vs. Fixed Cost Summary

Chronological Expense Detail

July 1, 2017 through June 30, 2018

Honey Lake Valley Recreation Authority

Date	Fund	Description	Revenue	Expenses	Total
		Fund Balance Transfer			\$ 119,753.20
7/17/2017		City Contribution	\$ 80,000.00		\$ 199,753.20
7/19/2017	3001500	Capri (member dues) (400.00)			\$ 199,753.20
7/19/2017	3006200	Lincoln Aquatics		\$ 559.93	\$ 199,193.27
7/19/2017	3006200	Gamut Supply		\$ 17.45	\$ 199,175.82
7/19/2017	3002200	Office Depot		\$ 502.68	\$ 198,673.14
7/25/2017	3001705	Lee Joseph		\$ 2,073.77	\$ 196,599.37
7/25/2017	3001705	Lee Joseph		\$ 1,451.25	\$ 195,148.12
7/25/2017	3001705	Lee Joseph		\$ 88.33	\$ 195,059.79
	3003000	Martin Security		\$ 25.00	\$ 195,034.79
	3003000	SSD		\$ 156.00	\$ 194,878.79
	3002200	Office Depot		\$ 260.67	\$ 194,618.12
	3003000	C&S Waste		\$ 302.83	\$ 194,315.29
	3001500	CAPRI - Insurance Premium		\$ 4,070.00	\$ 190,245.29
8/2/2017	3006200	Lincoln Aquatics		\$ 6,676.11	\$ 183,569.18
8/2/2017	3003000	Martin Security		\$ 230.00	\$ 183,339.18
8/2/2017	3001705	Lee Joseph		\$ 1,201.38	\$ 182,137.80
8/2/2017	3003000	City - Natural Gas		\$ 191.80	\$ 181,946.00
8/2/2017	3002200	Office Depot		\$ 12.86	\$ 181,933.14
8/9/2017	3003000	C&S Waste		\$ 202.98	\$ 181,730.16
8/9/2017	3001200	Frontier Communications (Fire alarm)		\$ 213.35	\$ 181,516.81
8/9/2017	3006050	Every Bloomin Thing - landscaping		\$ 1,467.70	\$ 180,049.11
8/9/2017	3001705	Lee Joseph		\$ 733.99	\$ 179,315.12
8/9/2017	3006200	Lincoln Aquatics		\$ 254.92	\$ 179,060.20
8/9/2017	3002701	Office Depot		\$ 623.02	\$ 178,437.18
8/9/2017	3002200	Office Depot		\$ 671.12	\$ 177,766.06
8/11/2017	3002200	Office Depot		\$ 100.88	\$ 177,665.18
8/11/2017	3002701	Global		\$ 247.70	\$ 177,417.48
8/18/2017	3002200	Office Depot		\$ 44.36	\$ 177,373.12
8/18/2017	3002701	Office Depot		\$ 952.35	\$ 176,420.77
8/23/2017	3001400	Office Depot		\$ 73.22	\$ 176,347.55
8/24/2017	3002250	bank fees		\$ 61.63	\$ 176,285.92
same	3002200	Office Depot		\$ 56.41	\$ 176,229.51
same	3001400	Office Depot		\$ 12.03	\$ 176,217.48
same	3002200	Office Depot		\$ 24.31	\$ 176,193.17
8/23/2017	3001705	Lee Joseph		\$ 50.31	\$ 176,142.86
8/23/2017	3002807	Martin Security		\$ 169.00	\$ 175,973.86
8/29/2017	3001400	ULINE - cleaning		\$ 74.71	\$ 175,899.15
9/1/2017	3002251	cash over		\$ (46.00)	\$ 175,945.15

Notes:

Still Pending 17/18 FY	\$ 27,500.00
Modern Phase II	\$ 2,820.00
Pending Auditors	\$ -
Staff Time (City)	\$ 1,850.00
Staff Time (County)	\$ 2,780.00
Swim Team Payout	\$ -
Total Pending	\$ 34,950.00

\$ 5,119.18	Balance forward
\$ 80,000.00	County (pending)
\$ 92,700.00	Revenues 2016/2017 Season
\$ 34,950.00	Pending (above)
\$ 137,750.00	Cash Available

Diving Board Fund

9/1/2017	3001705 ace		\$	751.68	\$	175,193.47
9/1/2017	3002300 CARPD- dues		\$	400.00	\$	174,793.47
9/1/2017	3003010 LMUD		\$	921.63	\$	173,871.84
9/1/2017	3001400 Office Depot - janitorial		\$	76.37	\$	173,795.47
9/1/2017	3001705 Ace		\$	1,012.27	\$	172,783.20
9/1/2017	3001705 Lee Joseph		\$	1,793.36	\$	170,989.84
9/1/2017	3003050 City - Natural Gas		\$	9.14	\$	170,980.70
9/1/2017	3006200 Lincoln Aquatics		\$	1,011.90	\$	169,968.80
9/6/2017	3006200 Lincoln Aquatics		\$	678.24	\$	169,290.56
9/6/2017	3006200 Knorr Systems		\$	14,412.92	\$	154,877.64
9/7/2017	3002251 cash short		\$	1.00	\$	154,876.64
9/7/2017	3002250 cc fees		\$	157.98	\$	154,718.66
9/7/2017	3003000 C&S Waste		\$	198.44	\$	154,520.22
9/12/2017	3001200 Frontier Communications (Fire alarm)		\$	204.32	\$	154,315.90
9/19/2017	3002701 US Bank Card		\$	426.63	\$	153,889.27
9/19/2017	3002300 KMTG		\$	405.00	\$	153,484.27
9/19/2017	3006200 Lincoln Aquatics		\$	461.16	\$	153,023.11
9/22/2017	3002801 County Allocation		\$	452.84	\$	152,570.27
9/25/2017	3002250 CC fees		\$	22.28	\$	152,547.99
9/26/2017	3001705 Ace Hardware		\$	1,057.73	\$	151,490.26
10/1/2017	INTEREST		\$	916.16	\$	152,406.42
10/3/2017	3002807 Martin Security		\$	25.00	\$	152,381.42
10/3/2017	3003050 City - Natural Gas		\$	296.75	\$	152,084.67
10/3/2017	3001705 reimbursement Reesa pool chemicals		\$	20.27	\$	152,064.40
10/4/2014	3003010 LMUD		\$	1,391.54	\$	150,672.86
10/23/2017	Various Pending City Reimbursement		\$	84,229.51	\$	66,443.35
12/1/2017	3006100 Pending - Recreation starter blocks		\$	13,022.19	\$	53,421.16
10/9/2017	3002701 Global		\$	351.67	\$	53,069.49
10/11/2017	3001705 Lincoln Aquatics		\$	6,380.14	\$	46,689.35
10/11/2017	3001400 Office Depot		\$	134.84	\$	46,554.51
10/11/2017	3003000 C&S Waste		\$	198.44	\$	46,356.07
10/11/2017	3001200 Frontier Communications (Fire alarm)		\$	205.19	\$	46,150.88
10/11/2017	3002701 Global		\$	187.20	\$	45,963.68
10/11/2017	3002701 Nobles - Benches in Bathroom		\$	380.00	\$	45,583.68
10/19/2017	3002251 Cash over		\$	(15.00)	\$	45,598.68
10/19/2017	3002250 cc fees		\$	126.13	\$	45,472.55
10/23/2017	3001705 Ace		\$	1,035.03	\$	44,437.52
10/23/2017	3002300 KMTG		\$	135.00	\$	44,302.52
10/23/2017	3002701 US Bank Card		\$	990.63	\$	43,311.89
10/27/2017	3001705 Lee Joseph		\$	429.23	\$	42,882.66
10/27/2017	3001705 Ace Hardware		\$	54.01	\$	42,828.65
11/2/2017	3003050 City - Natural Gas & geo		\$	9,404.49	\$	33,424.16
11/2/2017	3001705 Ace Hardware		\$	13.74	\$	33,410.42
11/2/2017	3002807 Martin Security		\$	25.00	\$	33,385.42
11/7/2017	3002300 KMTG		\$	607.50	\$	32,777.92

	Date	2017/2018 Budget	spent	Budgeted Amounts	
3001150		Safety Equipment and ***		\$ 5,000.00	
	10/23/2017	City - Zoll electrodes	\$ 361.77		
	10/23/2017	City - Gamut - Safety wall mounts	\$ 7.61		
				\$ 369.38	\$ 369.38
				\$ 4,630.62	
3001200		Communications		\$ 2,400.00	
	8/9/2017	Frontier	\$ 213.35		
	9/12/2017	Frontier	\$ 204.32		
	10/11/2017	Frontier	\$ 205.19		
	11/7/2017	Frontier	\$ 214.22		
	12/11/2017	Frontier	\$ 205.19		
				\$ 1,042.27	\$ 1,042.27
				\$ 1,357.73	
3001400		Janitorial Supplies		\$ 4,000.00	
	8/23/2017	Office Depot	\$ 73.22		
	8/23/2017	Office Depot	\$ 12.03		
	10/23/2017	City - Ace	\$ 100.57		
	8/29/2017	Uline	\$ 74.71		
	9/1/2017	Office Depot	\$ 76.37		
	10/11/2017	Office Depot	\$ 134.84		
				\$ 471.74	\$ 471.74
				\$ 3,528.26	
3001500		Insurance		\$ 8,140.00	
	8/1/2017	CAPRI	\$ 4,070.00		
				\$ 4,070.00	\$ 4,070.00
				\$ 4,070.00	
3001705		Maintenance - Pool		\$ 42,000.00	
	8/9/2017	Lee Joseph	\$ 733.99		
	8/2/2017	Lee Joseph	\$ 1,201.38		
	8/2/2017	Lincoln Aquatics	\$ 6,676.11		
	8/9/2017	Lincoln Aquatics	\$ 254.92		
	7/28/2017	Lee Joseph	\$ 2,073.77		
	7/25/2017	Lee Joseph	\$ 1,451.25		
	7/25/2017	Lee Joseph	\$ 88.33		
	8/23/2017	Lee Joseph	\$ 50.31		
	10/23/2017	City - Ace Hardware	\$ 8.68		
	8/25/2017	Ace Hardware	\$ 751.68		
	9/1/2017	Lee Joseph	\$ 1,793.36		
	9/1/2017	Ace Hardware	\$ 1,012.27		
	9/26/2017	Ace Hardware	\$ 1,057.73		
	10/3/2017	Reesa - reimbursement	\$ 20.27		
	10/11/2017	Lincoln Aquatics	\$ 6,380.14		
	10/23/2017	Ace Hardware	\$ 1,006.61		
	10/23/2017	Ace Hardware	\$ 28.42		
	10/27/2017	Lee Joseph	\$ 429.23		
	10/27/2017	Ace Hardware	\$ 54.01		
	11/2/2017	Ace Hardware	\$ 13.74		
	11/28/2017	Ace Hardware	\$ 833.05		
	12/1/2017	Lee Joseph	\$ 752.94		
				\$ 26,672.19	\$ 26,672.19
				\$ 15,327.81	
3002200		Office Expenses		\$ 4,800.00	
	8/18/2017	Office Depot	\$ 44.36		
	7/19/2017	Office Depot	\$ 502.68		

Office Depot	\$	260.67
8/9/2017 Office Depot	\$	671.12
8/3/2017 Office Depot	\$	100.88
8/3/2017 Office Depot	\$	12.86
8/23/2017 Office Depot	\$	56.41
8/23/2017 Office Depot	\$	24.31
10/23/2017 City - Pending Office supplies	\$	300.00
10/23/2017 City- staples Office supplies	\$	148.00
9/19/2017 US Bank - Printer Ink	\$	42.89

\$	2,164.18	\$	2,164.18
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\$	2,635.82
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3002250 Bank & Credit Card Fees

\$	100.00
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8/24/2017 cc fees	\$	61.63
9/7/2017 cc fees	\$	157.98
9/25/2017 cc fees	\$	22.28
10/19/2017 cc fees	\$	126.13

\$	368.02	\$	368.02
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\$	(268.02)
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3002251 Cash Over/Short

\$	100.00
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over	\$	(46.00)
9/7/2017 short	\$	1.00
10/19/2017 over	\$	(15.00)
11/9/2017 HLVR - till money deposited back to County	\$	(200.00)

\$	(260.00)	\$	(260.00)
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\$	(160.00)
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3002300 Prof. & Spec. Services (City Staff, Auditors, Legal)

\$	21,000.00
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10/23/2017 City - staffing (through 9/22/17)	\$	14,151.43
9/1/2017 CARPD- dues	\$	400.00
9/19/2017 Attorney	\$	405.00
10/23/2017 Attorney	\$	135.00
11/7/2017 Attorney	\$	607.50
11/28/2017 City - staffing (through 11/3/17)	\$	3,576.89
12/7/2017 Price Paige & Company (auditors)	\$	1,680.00
12/13/2017 Attorney	\$	607.50

\$	21,563.32	\$	21,563.32
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\$	(563.32)
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3002359 Contract Staff Services (Pool Employees)

\$	134,000.00
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10/23/2017 City - staffing (through 9/22/17)	\$	66,494.54
11/28/2017 City - staffing (through 11/3/17)	\$	15,642.53

\$	82,137.07	\$	82,137.07
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\$	51,862.93
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3002400 Publications/Legal Notices

\$	5,100.00
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10/23/2017 City - ad in paper - pool schedules	\$	786.90
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\$	786.90	\$	786.90
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\$	4,313.10
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3002701 Non-Capitalized Equipment (under \$5,000)

\$	8,000.00
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8/9/2017 Office Depot	\$	623.02
7/19/2017 Gamut Supply	\$	17.45

8/18/2017	Office-Depot	\$	952.35
7/19/2017	Lincoln Aquatics	\$	559.93
8/11/2017	Global Equipment	\$	247.70
10/23/2017	City - uniforms - swim outlet	\$	462.96
10/23/2017	City - uniforms - kiefer	\$	209.45
10/23/2017	City - Square - receipt printer	\$	331.36
10/23/2017	City - Square - cash drawer	\$	150.30
10/23/2017	City - Programming Supplies	\$	408.91
9/19/2017	Lincoln Aquatics	\$	461.16
9/19/2017	US Bank Card (various pool items)	\$	383.74
10/6/2017	Global Equipment	\$	351.67
10/11/2017	Global Equipment	\$	187.20
10/11/2017	Nobles - benches	\$	380.00
10/23/2017	US Bank Card (Shower Mats)	\$	990.63
12/11/2017	Ace Hardware	\$	139.93

\$	6,857.76	\$	6,857.76
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\$	1,142.24		
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3002801 County Wide Allocations (Quarterly)

\$	2,300.00		
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9/22/2017	County of Lassen	\$	452.84
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\$	452.84	\$	452.84
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\$	1,847.16		
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3002807 Electronic Surveillance

\$	1,200.00		
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7/25/2017	Martin Security	\$	25.00
8/2/2017	Martin Security	\$	230.00
8/23/2017	Martin Security	\$	169.00
10/3/2017	Martin Security	\$	25.00
11/2/2017	Martin Security	\$	25.00
12/1/2017	Voltage Specialists	\$	328.00
12/1/2017	Martin Security	\$	25.00

\$	827.00	\$	827.00
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\$	373.00		
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3002901 Conferences/Training

\$	1,400.00		
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\$	-	\$	-
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\$	1,400.00		
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3003000 Utilities - Trash Service

\$	-		
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	C&S Waste	\$	302.83
8/9/2017	C&S Waste	\$	202.98
9/7/2017	C&S Waste	\$	198.44
10/11/2017	C&S Waste	\$	198.44

\$	902.69	\$	902.69
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\$	(902.69)		
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3003010 Utilities - Electric

\$	10,000.00		
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9/1/2017	LMUD	\$	921.63
10/4/2017	LMUD	\$	1,391.54
11/7/2017	LMUD	\$	1,414.78
12/5/2017	LMUD	\$	1,228.81

\$	4,956.76	\$	4,956.76
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\$	5,043.24		
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3003020 Utilities - Water

\$	10,000.00		
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\$	-	\$	-
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\$	10,000.00		
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3003030 Utilities - Sewer

\$	5,000.00		
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7/17/2017	SSD (7/1/17 - 8/31/17)	\$	156.00
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	11/7/2017 SSD (9/1/17 - 12/31/17 + late fees \$15.60)	\$	327.60		
				\$	483.60
				\$	4,516.40
3003050(3003040)	Utilities - Natural Gas/Geothermal			\$	16,000.00
	8/2/2017 City of Susanville	\$	191.80		
	9/1/2017 City of Susanville	\$	9.14		
	10/3/2017 City of Susanville	\$	296.75		
	11/2/2017 City of Susanville Nat Gas	\$	13.18		
	Geo	\$	9,391.31		
	12/1/2017 City of Susanville Nat Gas	\$	10.86		
	Geo	\$	379.09		
				\$	10,292.13
				\$	5,707.87
3004900	Depreciation			\$	5,000.00
				\$	-
				\$	5,000.00
3005500	Store Concessions			\$	19,200.00
				\$	-
				\$	19,200.00
3005501	Recreation Activity Supplies			\$	13,700.00
				\$	-
				\$	13,700.00
3006050	Landscaping & Improvements			\$	36,000.00
	8/2/2017 Every Bloomin' Thing	\$	1,467.70		
	10/23/2017 City JW Wood/Western Irrigation	\$	307.03		
	11/28/2017 City WNS backflow maintenance	\$	492.35		
				\$	2,267.08
				\$	33,732.92
3006100	Building & Equipment			\$	44,300.00
	9/1/2017 Lincoln Aquatics	\$	1,011.90		
	9/6/2017 Lincoln Aquatics	\$	678.24		
	9/6/2017 Knorr Systems	\$	14,412.92		
	12/1/2017 Recreonics - starter blocks	\$	13,022.19		
				\$	29,125.25
				\$	15,174.75
3010000	Appropriation For Contingencies			\$	10,000.00
				\$	-
				\$	10,000.00
					\$ 199,550.18

TOTAL COST VS. FIXED COST SUMMARY

Fund	Cost Category	Total Cost	Fixed Cost
3001150	Safety Equipment	\$ 369.38	\$ 361.77
3001200	Communications	\$ 1,042.27	\$ 1,042.27
3001400	Janitorial Supplies	\$ 471.74	\$ 397.03
3001500	Insurance	\$ 4,070.00	\$ 4,070.00
3001705	Maintenance	\$ 26,672.19	\$ 26,658.45
3002200	Office Expenses	\$ 2,164.18	\$ 1,661.50
3002250	Bank and Credit Card Fees	\$ 368.02	\$ 368.02
3002251	Cash Over/Short	\$ (260.00)	\$ (260.00)
3002300	Prof. and Spec. Services	\$ 21,563.32	\$ 21,563.32
3002359	Contract Staffing Services (Pool Employees)	\$ 82,137.07	\$ 82,137.07
3002400	Publications/Legal Notices	\$ 786.90	\$ -
3002701	Non-Capitalized Equipment (under \$5000)	\$ 6,857.76	\$ 1,060.04
3002801	County Wide Allocations	\$ 452.84	\$ 452.84
3002807	Electronic Surveillance	\$ 827.00	\$ 658.00
3002901	Conferences/Training	\$ -	\$ -
3003000	Trash Service	\$ 902.69	\$ 902.69
3003010	Utilities - Electric	\$ 4,956.76	\$ 4,956.76
3003020	Utilities - Water	\$ -	\$ -
3003030	Utilities - Sewer	\$ 483.60	\$ 483.60
3003040	Utilities - Geothermal	\$ 9,770.40	\$ 9,770.40
3003050	Utilities - Natural Gas	\$ 521.73	\$ 521.73
3004900	Depreciation	\$ -	\$ -
3005500	Store Concessions	\$ -	\$ -
3005501	Recreation Activity Supplies	\$ -	\$ -
3006050	Landscaping Improvments	\$ 2,267.08	\$ -
3006100	Building and Equipment	\$ 29,125.25	\$ -
3001000	Contingency	\$ -	\$ -
		Total Expenses	\$ 195,550.18
		REVENUES	\$ 156,805.49
		PERCENT RECOVERY	59%

Submitted By: Heidi Whitlock, Secretary

Action Date: December 19, 2017

HLVRA AGENDA ITEM

PRESENTED BY: Dan Newton, Executive Officer

SUBJECT: Consider **Resolution No. 17-23**, Approving Amendment No. 1 to the Agreement between City and HLVRA

SUMMARY: The Honey Lake Valley Recreation Authority, at its November 27, 2017 special meeting, discussed aspects of the Pool Director/Manager position including the job description, salary and recruitment. At that time, a new salary range was determined and it was requested of the Susanville City Council to raise the range from 930 to 938 in order to better reflect the job duties and to assist in the upcoming recruitment efforts. The City Council approved the request and staff is now requesting the approval of Amendment No. 1 to the existing Agreement between the City and the HLVRA to raise the reimbursement rate for the Pool Director/Manager.

FISCAL IMPACT: None.

ACTION REQUESTED: Motion to approve Resolution No. 17-23, Approving Amendment No. 1 to Agreement between City and HLVRA

ATTACHMENTS: Resolution No. 17-23
Amendment No. 1
Appendix A

RESOLUTION NUMBER 17-23

A RESOLUTION OF THE HONEY LAKE VALLEY RECREATION AUTHORITY APPROVING AMENDMENT NO. 1 TO AGREEMENT WITH CITY OF SUSANVILLE FOR ADMINISTRATIVE AND OPERATIONAL SERVICES FOR THE HONEY LAKE VALLEY RECREATION AUTHORITY

WHEREAS, the City of Susanville ("City") and Honey Lake Valley Recreation Authority ("HLVRA") entered into an Agreement for Administrative and Operational Services for the Honey Lake Valley Recreation Authority ("Agreement") on November 1, 2017; and

WHEREAS, the Agreement states that the HLVRA shall reimburse the City for personnel and direct costs incurred by the City in providing said services at the hourly rates included in Appendix "A" to the Agreement; and

WHEREAS, the parties desire to update Appendix "A" to the Agreement, as the Pool director hourly rate has been increased.

NOW, THEREFORE, BE IT RESOLVED, that Amendment No. 1 to the Agreement is approved and the President of the Honey Lake Valley Recreation Authority is hereby authorized to sign Amendment No. 1 to the Agreement on behalf of HLVRA.

Approved:

Brian R. Wilson, President

The foregoing **Resolution Number 17-23** was approved and adopted at a special meeting of the Honey Lake Valley Recreation Authority held on the 19th day of December, 2017 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINING:

Attest:

Heidi Whitlock, Secretary for HLVRA

APPROVED AS TO FORM:

Maggie Stern, HLVRA Legal Counsel

**AMENDMENT NO. 1 TO AGREEMENT WITH CITY OF SUSANVILLE FOR
ADMINISTRATIVE AND OPERATIONAL SERVICES
FOR THE HONEY LAKE VALLEY RECREATION AUTHORITY**

This Amendment No. 1 to the Agreement for Administrative and Operational Services for the Honey Lake Valley Recreation Authority, dated November 1, 2017 ("Agreement"), between the Honey Lake Valley Recreation Authority ("HLVRA") and the City of Susanville ("City") is made and entered into this ____ day of December, 2017.

RECITALS

WHEREAS, under the Agreement, the City provides HLVRA with administrative, managerial and operational services; and

WHEREAS, the Agreement states that the HLVRA shall reimburse the City for personnel and direct costs incurred by the City in providing said services at the hourly rates as included in Appendix "A" to the Agreement; and

WHEREAS, the parties desire to update Appendix A, as the Pool Director/Manager hourly rate has been increased by the City as requested by the HLVRA.

NOW THEREFORE, in consideration of the foregoing and the mutual promises hereinafter expressed, the parties mutually agree as follows:

1. Amendment to Appendix A

Both parties hereby agree that, Appendix A of the Agreement shall be replaced with the revised version which is attached hereto as Attachment 1.

2. Remaining Terms Unaffected

Except as expressly provided herein, nothing in this Amendment No.1 shall be deemed to waive or modify any of the other provisions of the Agreement or prior amendments. In the event of any conflict between this Amendment No. 1 and the Contract, the terms of this Amendment No. 1 shall prevail.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF the parties hereto have executed this Agreement as the date herein set forth.

Approved by HLVRA:

Brian Wilson, HLVRA President

Date: _____

Approved by City:

Kathie Garnier, Mayor

Date: _____

Approved as to Form:

Maggie Stern, HLVRA Legal Counsel

Date: _____

Approved as to Form:

Jessica Ryan, Susanville City Attorney

Date: _____

Appendix AManagement & Administrative Positions

Actual Cost Up to (weighted cost):

City Administrator	\$93.39 per hour
Assistant to the CA	\$56.19 per hour
Project Manager	\$46.86 per hour
City Engineer	\$73.21 per hour
City Planner	\$59.82 per hour
Parks Superintendent	\$40.95 per hour

Operational Positions

	Actual Cost Up to: (weighted cost)	Actual Wage Up to: (regular rate)
Pool Director/Manager	\$ 31.06 per hour	\$22.44 /hr (range 938)
Assistant Pool Manager	\$ 21.13 per hour	\$17.10 /hr (range 927)
Head Swim Instructor	\$ 19.14 per hour	\$15.49 /hr (range 923)
Swim Instructor II	\$ 16.51 per hour	\$13.36 /hr (range 917)
Swim Instructor I	\$ 15.33 per hour	\$12.41 /hr (range 914)
Swim Instructor	\$ 14.23 per hour	\$11.52 /hr (range 911)
Head Lifeguard	\$ 18.68 per hour	\$15.12 /hr (range 922)
Life Guard II	\$ 16.10 per hour	\$13.03 /hr (range 916)
Life Guard I	\$ 14.95 per hour	\$12.10 /hr (range 913)
Life Guard	\$ 13.55 per hour	\$10.97 /hr (range 909)
Maintenance Worker Parks	\$ 12.97 per hour	

Overtime Rates (Daily/Weekly Overtime Premium)

Pool Director/Manager	\$ 38.89 per hour
Assistant Pool Manager	\$ 25.65 per hour
Head Swim Instructor	\$ 23.24 per hour
Swim Instructor II	\$ 20.04 per hour
Swim Instructor I	\$ 18.62 per hour
Swim Instructor	\$ 17.28 per hour
Head Lifeguard	\$ 22.68 per hour
Life Guard II	\$ 19.55 per hour
Life Guard I	\$ 18.15 per hour
Life Guard	\$ 16.46 per hour