


ORIGINAL

COUNTY OF SHASTA
OFFICE OF AUDITOR-CONTROLLER
REPORT OF CLAIMS REQUIRING BOARD ACTION IN ORDER TO
AUTHORIZE PAYMENT BY AUDITOR-CONTROLLER
1/30/2017

FUND/DEPT/ACCT	DEPARTMENT	PAYEE	DESCRIPTION	Amount	REASON	DEPARTMENT'S EXPLANATION
59000 034900	HOUSING	RECORD SEARCHLIGHT INC	LEGAL NOTICE	\$ 27.20	Per Admin Policy 2-201 and Gov Code sections 910 and 911.2 invoices older than one year require Board approval.	SEE ATTACHED MEMO FROM DEPARTMENT
59000 034900	HOUSING	RECORD SEARCHLIGHT INC	LEGAL NOTICE	\$ 24.50	Per Admin Policy 2-201 and Gov Code sections 910 and 911.2 invoices older than one year require Board approval.	SEE ATTACHED MEMO FROM DEPARTMENT
	TOTAL			\$ 51.70		

Auditor's Certification:

I certify that the foregoing is a true list of claims properly and
regularly coming before the Shasta County Board of Supervisors,
and that the computations are correct.

Date: 1/22/18 Signature: 



Approval of Claims:

These claims were allowed and the Claims List was approved as correct, by vote
of the Board of Supervisors on this date.

Date: _____

Chairman
Board of Supervisors
County of Shasta
State of California



Housing and Community Action Programs

1450 Court Street, Suite 108
Redding, CA 96001-1661
Phone: (530) 225-5160
Fax: (530) 225-5178

Laura Burch, Director
Housing Authority
Community Action Agency

MEMORANDUM

TO: Brian Muir
Auditor-Controller

FROM: Laura Burch, Director of Housing & Community Action Programs

RE: Invoices

DATE: January 12, 2018

Chubey 1-16-18

Please find attached two invoices that are more than one year old for public notices placed in the Record Searchlight. Our department has researched the claims and were unable to verify that they were originally received by our office. Staff has further researched the claims and verified that they remain unpaid. The services have been confirmed and the department is requesting payment. The invoices listed below are over one year and must be approved by the Board of Supervisors for payment, per Admin Policy 2-101 Government Code 910 and 911.2.

Order No: 1314876	10/18/16	Community Action Board Public Notice	\$27.20
Order No: 1393704	12/08/16	Community Action Board Public Notice	\$24.50

1101 TWIN VIEW BLVD. | REDDING, CA 96003

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> Account Information

Account Executive Advertising Department
(R3103)
Phone 530-225-8262
Email vercoe@redding.com

Account Name
SHASTA COUNTY DEPT OF HOUSING

Questions: 800-695-1927.
redding@ccc.gannett.com

> Account Overview

> Account Overview					Amount Due	\$89.36	Due Date	11/30/2016	
Account Number		553989			Billing Period	10/1/2016 - 10/31/2016			
Current	27.20	1 - 30	0.00	31 - 60	62.16	61 - 90	0.00	OVER 90	0.00

Bill To SHASTA COUNTY DEPT OF HOUSING
1450 COURT ST STE 108
REDDING CA 96001
US

> Item Details

Published	Order No. P.O. No.	Description/Tag Line	Trans Type	Section Location	Start Date Times Run	Ad Size Qty	Net Amount
		PREVIOUS BALANCE					62.16
10/18/16	1314876 PO Torri Cardilino	RR-Internet-redding.com	Online			2X1.75	2.70
		Public Notice NOTICE IS HEREBY					
10/18/16	1314876 PO Torri Cardilino	RR-Record Searchlight	Class Other			2X1.75	24.50
		Public Notice NOTICE IS HEREBY					

> Your Payment Information

Please detach and submit with your payment

Bill To: SHASTA COUNTY DEPT OF HOUSING 1450 COURT ST STE 108 REDDING CA 96001 US

Account Number: 553989

CURRENT	1 - 30	31 - 60	61 - 90	OVER 90	PREVIOUS BALANCE	CURRENT CHARGES	ADJUSTMENTS	FINANCE CHARGES	PAYMENTS	AMOUNT DUE	AMOUNT PAID
27.20	0.00	62.16	0.00	0.00	62.16	27.20	0.00	0.00	0.00	89.36	\$ _____

Change of Address? Email: redding@ccc.gannett.com

Account is 60 days past due. We respectfully request your immediate payment. SEM Customers: Charges for Search Engine Marketing include click costs as well as fees for account set-up, management and optimizations.

Remit Redding Record Searchlight
To: PO Box 52172
Phoenix, AZ 85072-2172

Please send payments only to remittance address. Direct all other correspondence to Customer Service at redding@ccc.gannett.com or 800-695-1927. We do not refund credit balances of \$5 or less.

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Record Searchlight redding.com

1101 TWIN VIEW BLVD. | REDDING, CA 96003

> Advertising Invoice/Statement

Page # 1

> Account Information

Account Executive Advertising Department
(R3103)
Phone 530-225-8262
Email vercoe@redding.com

Account Name
SHASTA COUNTY DEPT OF HOUSING

Questions: 800-695-1927.
redding@ccc.gannett.com

> Account Overview

Account Number	553989	Amount Due	\$113.86	Due Date	1/30/2017
Billing Period	12/1/2016 - 12/31/2016				
Current	24.50	1 - 30	0.00	31 - 60	27.20
		61 - 90	0.00	OVER 90	62.16

Bill To SHASTA COUNTY DEPT OF HOUSING
1450 COURT ST STE 108
REDDING CA 96001
US

> Item Details

Published	Order No. P.O. No.	Description/Tag Line	Trans Type	Section Location	Start Date Times Run	Ad Size Qty	Net Amount
		PREVIOUS BALANCE					89.36
12/08/16	1393704 PO Torri Cardilino	RR-Internet-redding.com Public Notice NOTICE IS HEREBY	Online			2X1.75	0.00
12/08/16	1393704 PO Torri Cardilino	RR-Record Searchlight Public Notice NOTICE IS HEREBY	Class Other			2X1.75	24.50

> Your Payment Information

Please detach and submit with your payment

Bill To: SHASTA COUNTY DEPT OF HOUSING 1450 COURT ST STE 108 REDDING CA 96001 US

Account Number: 553989

CURRENT	1 - 30	31 - 60	61 - 90	OVER 90	PREVIOUS BALANCE	CURRENT CHARGES	ADJUSTMENTS	FINANCE CHARGES	PAYMENTS	AMOUNT DUE	AMOUNT PAID
24.50	0.00	27.20	0.00	62.16	89.36	24.50	0.00	0.00	0.00	113.86	\$

Change of Address? Email: redding@ccc.gannett.com

Your account is 120 days past due. Please contact our credit department immediately.
SEM Customers: Charges for Search Engine Marketing include click costs as well as fees
for account set-up, management and optimizations.

Remit Redding Record Searchlight
To: PO Box 52172
Phoenix, AZ 85072-2172

Please send payments only to remittance address. Direct all other
correspondence to Customer Service at redding@ccc.gannett.com or
800-695-1927. We do not refund credit balances of \$5 or less.

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