

HONEY LAKE VALLEY RECREATION AUTHORITY

GOVERNING BOARD

MENDY SCHUSTER, PRESIDENT
DAVID TEETER, VICE PRESIDENT
JEFF HEMPHILL, BOARD MEMBER
BRIAN MOORE, BOARD MEMBER
NOELLE HALLER-RIGGS, BOARD MEMBER

STAFF

HEIDI WHITLOCK, EXECUTIVE OFFICER
RUTH McELRATH, SECRETARY
REESA RICE, POOL MANAGER
JULIE MORGAN, AUDITOR
NANCY CARDENAS, TREASURER

Honey Lake Valley Recreation Authority

SPECIAL MEETING • Lassen County Fairgrounds • Jensen Hall

June 16, 2020 - 3:00 p.m.

Addressing the Board

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

Call meeting to Order

Roll Call of Board of Directors present

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

2 **APPROVAL OF MINUTES:** Approval of the minutes from the May 19, 2020 meetings.

3 **PUBLIC COMMENT CLOSED SESSION ITEMS (if any):** Any person may address the Board at this time upon any discussion during Closed Session.

4 **CLOSED SESSION:** None.

5 **CORRESPONDENCE:**

6 **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 item not on the agenda other than to direct staff to agendize the matter at a future meeting.

7 **MATTERS FOR BOARD CONSIDERATION:**

- Financial Reports through June 9, 2020
- Consider Approval of City Reimbursement Request through May 29, 2020
- Consider Resolution No. 20-39, approving Amendment No. 3 of the Services Agreement with the City
- Consider Resolution No. 20-40, approving the 2020-2021 Fiscal Year Budget
- Discussion regarding Fee Schedule
- General update on Pool Operations

8 **BOARD MEMBER ISSUES/REPORTS:**

The next regular meeting to be held on July 21, 2020 at 3:00 p.m.

I, Heidi Whitlock, certify that I caused to be posted notice of the regular meeting scheduled for June 16, 2020 in the areas designated on June 12, 2020.


Heidi Whitlock, Executive Officer

FUTURE MEETINGS & ITEMS

Upcoming Meetings:

July 21, 2020

August 18, 2020

September 15, 2020

October 20, 2020

November 17, 2020

December 15, 2020

Upcoming Items to be Considered/Approved:

Amendment of Services Agreement with the City

Continuation of Long-Term Plan

Discussion on Future Landscaping Options

Submitted By: Heidi Whitlock, Executive Officer

Action Date: June 16, 2020

HLVRA AGENDA ITEM

SUBJECT: Minutes of the HLVRA May 19, 2020 meeting.

SUMMARY: Attached for the Board's review are the minutes of the HLVRA May 19, 2020 meeting.

FISCAL IMPACT: None.

ACTION REQUESTED: Motion to waive oral reading and approve minutes of HLVRA May 19, 2020 meeting.

ATTACHMENTS: Minutes: May 19, 2020

**HONEY LAKE VALLEY RECREATION AUTHORITY
GOVERNING BOARD MEETING
Regular Meeting Minutes
May 19, 2020 – 3:00 p.m.**

Jensen Hall Lassen County Fairgrounds Susanville, CA 96130

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

Roll Call of Board Members present: Riggs, Schuster, Hemphill, Moore and Teeter.

Staff Present: Heidi Whitlock, Executive Director, Ruth McElrath, Secretary, and Reesa Rice, Pool Director.

1 AGENDA APPROVAL Motion by Board Member Moore, Second by Board Member Riggs to approve the agenda; motion carried. Ayes: Moore, Riggs, Teeter, Schuster and Hemphill. Absent: None.

2 APPROVAL OF MINUTES Motion by Board Member Moore, second by Motion by. Abstain: Schuster.

3 PUBLIC COMMENT CLOSED SESSION ITEMS: None

4 CLOSED SESSION

A. PUBLIC EMPLOYMENT – pursuant to Government Code 54957(b)

1. Public Employment: Executive Officer and Pool Director/Manager.

The Board went into closed session at 3:04 p.m.

The Board returned to open session at 3:20 p.m.

5 CORRESPONDENCE None

6 PUBLIC COMMENT: None

7A Appointment of President and Vice President for the remainder of 2020 Motion by board member Hemphill, second by board member Moore to appoint Mendy Schuster as President. Motion carries: Ayes: Hemphill, Moore, Riggs, Teeter and Schuster.

Motion by President Schuster, second by board member Moore, to appoint David Teeter as Vice President. Motion carries. Ayes: Schuster, Moore, Hemphill, Teeter and Riggs.

7B Acceptance of Annual Audit for Fiscal Year 2019 Motion by Vice President Teeter, second by board member Hemphill to accept the annual audit for Fiscal Year 2019. Motion carries: Ayes: Teeter, Hemphill, Riggs, Moore and Schuster.

7C Financial reports through May 13, 2020 Ms. Whitlock provided a brief overview of the financial reports for information only.

7D Consider approval of City reimbursement request for auditing services Ms. Whitlock explained the HLVRA has contracted with the City of Susanville to perform administrative, management and operational services. The current reimbursement amount is \$8,740.03 from December 28, 2019 through May 1, 2020. Motion carries: Ayes: Teeter, Hemphill, Riggs, Moore and Schuster.

7E Discussion regarding County's A87 Plan Nancy Cardenas, Lassen County Treasurer, referenced the information for fiscal years 2016, 2017 and 2018 that she provided in the board packet. She explained the charges started in 2016 and the charges are always two years behind.

She continued that people started having a lot of questions last year because there was a huge jump in A87 costs. The increase was due to when the pool was going through the actual contracting, contracts were being vetted and the County was extremely involved in the administration process of putting the JPA together. She provided an overview of how the A87 costs for 2018 ended up being \$16,000.

President Schuster asked what departments from the County can take money from the JPA.

Ms. Cardenas responded administrative services, the auditor controller and data processing.

She explained that people are asking what the A87 costs are going to be moving forward. She stated the number will drop substantially and that for fiscal year 2020, there will be very little, if any A87 costs. There will be a \$8,900.44 estimated expense that will roll down to the refund and the draft number for this year is \$5,000. She continued that the costs will go down because the JPA will be utilizing the County less because it's not doing all the contracting and vetting.

President Schuster clarified that the A87 is county divvying up what the JPA uses and billing us.

Ms. Cardenas confirmed her statement.

There was further discussion regarding past and future costs of the A87 account.

Tony Jonas commented that he read up on the A87 history costs and the biggest problem he had was that last year the County, without notification, took money out of the budget without informing the JPA.

Ms. Cardenas responded there is a new auditor and she is working on better lines of communication.

Ms. Rice asked that if they maintained the same level from here on out, is that a predictable number.

Ms. Cardenas responded that it should be and continued that most of the time, A87 costs stay the same, but they were seeing the start-up costs of the pool for the first time last year.

7F Discussion regarding HLVRA utilizing City for Auditing Services Ms. Whitlock explained the City provides administrative, managerial and operational staff for the JPA. She has been speaking with Ms. Cardenas and County Auditor Julie Morgan about the option of moving the check cutting portion over to the City. She explained the Treasurer will still oversee the cash.

Ms. Cardenas stated the JPA will still have the auditor and the treasurer, but the issue is reporting and utilizing two accounting systems, the City for payroll and the County for accounts payable. She continued that there is not one system where everything is kept together for reports. The County closes its books on July 1 and it can take until the end of July to the first of August to have everything rolled over and that is when the City needs to know its numbers the most because that's when the pool is open and when money is being spent.

She explained that Ms. Whitlock will still send auditor's office notification of vendor warrants, the auditor will make sure there is enough money in the line items and then Ms. Cardenas will wire the money to the City's account to run the checks through the system. This allows the payroll and vendor payments to be in the same system and the City will have a better accounting system to provide reports during the summer period when the JPA needs to know exactly how much money is left for the end of the season.

She added that with everyone doing more with less, we're trying to figure out how to make it easier on everyone as far as getting the reporting and bills paid.

President Schuster asked that there would still be checks and balances.

Ms. Cardenas responded that yes, the County is not giving up its checks against the City's balances.

Motion by Vice President Teeter, second by Board member Hemphill to utilize City for auditing services. Motion carries.

7G Discussion regarding upcoming Amendment No. 3 of the Services Agreement with the City

Ms. Whitlock stated that staff is planning on bringing back Amendment No. 3., which will now include the check cutting option in the agreement for the City's Finance Department. She continued explaining staff brings back a reimbursable rate every fiscal year, but it hasn't been done since February 2018 and those reimbursable rates needed to be updated for the City. She added that the City has never charged for any payroll or human resources costs and that the City would now be requesting those costs now. She asked if the board would like an estimate on how much those costs would be so they could be added to the reimbursable rates along with the check cutting fees.

Vice President Teeter stated he would like to see those costs.

7H Resolution No. 20-37, approving authorized signers for 2020/2021 fiscal year Ms. Whitlock explained that on June 18, 2019 the Honey Lake Valley Recreation Authority adopted the authorized signers for the purpose of submitting claims to the treasurer. She, along with then Executive Director Dan Newton, were authorized signers. Now that she is the Executive Director, the authorized signatures need to be updated. She explained she added Ruth McElrath and Amy Lopez in the event that she may not be available to sign.

Motion by Board Member Hemphill, second by Vice President Teeter to approve Resolution NO. 20-37. Motion carries: Hemphill, Teeter, Moore, Riggs and Schuster.

7I Discussion regarding the 2020-2021 Fiscal Year Budget Ms. Whitlock said she and Ms. Rice went over the budget for this year and, ultimately, they don't know if the pool is opening, it will depend on what is happening with COVID-19.

She continued that they went ahead and created two budgets, one based on if the pool doesn't open at all and the other based on what they did last year, didn't change any of the revenues yet, but they did highlight revenues vs. staffing because they go hand in hand. If the pool is open for a shorter period, then revenues go down.

Board member Riggs asked if there were other monies available based on COVID.

Ms. Whitlock responded she has looked but hasn't found anything yet.

There was general discussion about the status of the pool opening this season. Ms. Rice responded that everything is in the air. She previously spoke to the health department and it comes down to social distancing. The pool is a facility that must be approved by the health department every year and in these times, she didn't anticipate the health department going against a state mandate.

There was general discussion about the high school's costs for using the pool and a potential use increase if the pool were able to open in the shoulder season.

President Schuster asked if Lassen Community College has classes at the pool.

Ms. Rice responded the Lassen Community College Adaptive P.E. Class has classes, but they already notified her they were pulling for the summer and fall.

Mr. Jonas asked what the loss was for October last year.

Ms. Rice responded it was about \$15,000 and that it takes upward of \$20,000 to run the pool for a month. The income coming in is way less than the money going out to sustain the pool.

There was further discussion about what the pool season may look like and that the pool is still winterized with some costs savings keeping the geothermal off and at a cooler level, which saves on chemical costs.

Vice President Teeter asked, if Lassen County got to stage 4 and the County Health Department gave the green light for the pool to open in early June, what would the time frame be to open the pool.

Ms. Rice responded if she got the okay to open in early June, she could probably have something up and going by mid-June, it's a one to two-week period. She had been working with the City to make sure the employees were up to date and ready to go as soon as the pool opened.

7J General update on Pool Operations Mr. Jonas asked what the projected opening date for the pool was and the training dates and swim lessons.

Ms. Rice responded that the opening date was projected for May 4 and staff training would have occurred in April.

Mr. Jonas commented that is how far behind they are on that process.

8 BOARD MEMBER ISSUES/REPORTS: None

Meeting adjourned at 4:29 p.m. by Vice President Teeter.

Respectfully submitted by,

Ruth McElrath, Secretary HLVRA

Mendy Schuster, President

Approved on:

Submitted By: Heidi Whitlock, Executive Officer

Action Date: June 16, 2020

HLVRA AGENDA ITEM

SUBJECT: Receive and File Financial Reports through June 9, 2020

PRESENTED BY: Heidi Whitlock, Executive Officer

SUMMARY: The financial reports for revenue and expenses through June 9, 2020 have been provided for the Board's review.

FISCAL IMPACT: None.

**ACTION
REQUESTED:** Information Only.

ATTACHMENTS: General Ledger (Fund 534 and 535) through June 9, 2020
Revenue Status (Fund 534) through June 9, 2020
Revenue Status (Fund 535) through June 9, 2020
Budget Status (Fund 535) through June 9, 2020
General Ledger (Fund 536) through June 9, 2020
Budget Status Report through June 9, 2020
Expenditure Detail through June 9, 2020
Revenue Account Detail through June 9, 2020
Revenue Status Report through June 9, 2020
Chronological Expense Detail through June 9, 2020
Expense Detail by Line Item through June 9, 2020

Fiscal Year 2020 As of 6/8/2020
 Fund 535 HLVRA FACILITY IMPROVEMENT
 Budget Unit 5952 POOL IMPROVEMENT
 Cost Center NONE

**County of Lassen
Budget Status**

User: jmorgan

Percent of Year Elapsed 94 %

Account	Account Name	Adopted Appropriation	Adjusted Appropriation	Expenditures	Outstanding Encumbrance	Unencumbered Balance	Percent Approp Used
3020	SERVICES AND SUPPLIES						
3002300	PROFESSIONAL & SPECIALIZED SV	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0%
3002359	CONTRACT FOR STAFF SERVICES	\$0.00	\$3,500.00	\$0.00	\$0.00	\$3,500.00	0%
	Major Object Total	\$0.00	\$4,000.00	\$0.00	\$0.00	\$4,000.00	0 %
3040	FIXED ASSETS						
3006200	EQUIPMENT	\$0.00	\$17,000.00	\$16,307.45	\$1,102.54	(\$409.99)	102%
	Major Object Total	\$0.00	\$17,000.00	\$16,307.45	\$1,102.54	(\$409.99)	102 %
	Cost Center Total	\$0.00	\$21,000.00	\$16,307.45	\$1,102.54	\$3,590.01	83 %
	Budget Unit Total	\$0.00	\$21,000.00	\$16,307.45	\$1,102.54	\$3,590.01	83 %
	Fund Total	\$0.00	\$21,000.00	\$16,307.45	\$1,102.54	\$3,590.01	83 %

Fiscal Year 2020 As of 6/8/2020
Fund 536 HONEY LAKE VALLEY RECREATION
Budget Unit 0950 COMMUNITY POOL
Cost Center NONE

County of Lassen Budget Status

User: jmorgan

Percent of Year Elapsed 94 %

Account	Account Name	Adopted Appropriation	Adjusted Appropriation	Expenditures	Outstanding Encumbrance	Unencumbered Balance	Percent Approp Used
3020	SERVICES AND SUPPLIES						
3001150	SAFETY EQUIPMENT AND CLOTHING	\$0.00	\$1,000.00	\$421.81	\$0.00	\$578.19	42%
3001200	COMMUNICATIONS	\$0.00	\$2,600.00	\$2,386.94	\$0.00	\$213.06	92%
3001400	HOUSEHOLD EXPENSES	\$0.00	\$2,000.00	\$1,236.71	\$0.00	\$763.29	62%
3001500	INSURANCE	\$0.00	\$8,800.00	\$10,709.00	\$0.00	(\$1,909.00)	122%
3001705	MAINTENANCE - POOL	\$0.00	\$29,300.00	\$9,100.63	\$0.00	\$20,199.37	31%
3002200	OFFICE EXPENSE	\$0.00	\$2,500.00	\$1,751.63	\$0.00	\$748.37	70%
3002250	BANK AND CREDIT CARD FEES	\$0.00	\$0.00	\$14.80	\$0.00	(\$14.80)	0%
3002300	PROFESSIONAL & SPECIALIZED SV	\$0.00	\$28,000.00	\$18,443.04	\$541.25	\$9,015.71	68%
3002359	CONTRACT FOR STAFF SERVICES	\$0.00	\$135,000.00	\$75,181.41	\$0.00	\$59,818.59	56%
3002400	PUBLICATIONS AND LEGAL NOTICES	\$0.00	\$1,600.00	\$295.05	\$0.00	\$1,304.95	18%
3002701	NON-CAPITALIZED EQUIPMENT	\$0.00	\$8,000.00	\$0.00	\$0.00	\$8,000.00	0%
3002801	COUNTY WIDE COST ALLOCATION PL	\$0.00	\$3,200.00	\$16,600.00	\$0.00	(\$13,400.00)	519%
3002807	ELECTRONIC SURVEILANCE	\$0.00	\$1,000.00	\$603.00	\$0.00	\$397.00	60%
3002901	CONFERENCES AND TRAINING	\$0.00	\$2,000.00	\$1,958.64	\$0.00	\$41.36	98%
3003010	UTILITIES-LIGHTS	\$0.00	\$14,000.00	\$13,568.46	\$0.00	\$431.54	97%
3003030	UTILITIES-SEWER	\$0.00	\$1,400.00	\$936.00	\$0.00	\$464.00	67%
3003040	UTILITIES-GARBAGE	\$0.00	\$1,600.00	\$1,269.81	\$0.00	\$330.19	79%
3003050	UTILITIES-NATURAL GAS	\$0.00	\$500.00	\$1,573.57	\$0.00	(\$1,073.57)	315%
3003060	GEOHERMAL	\$0.00	\$10,700.00	\$8,443.22	\$0.00	\$2,256.78	79%
	Major Object Total	\$0.00	\$253,200.00	\$164,493.72	\$541.25	\$88,165.03	65 %
3030	OTHER CHARGES						
3005500	STORE/CONSESSION PURCHASES	\$0.00	\$2,000.00	\$1,143.54	\$0.00	\$856.46	57%

Fiscal Year 2020 As of 6/8/2020
 Fund 536 HONEY LAKE VALLEY RECREATION
 Budget Unit 0950 COMMUNITY POOL
 Cost Center NONE

**County of Lassen
Budget Status**

User: jmorgan

Percent of Year Elapsed 94 %

Account	Account Name	Adopted Appropriation	Adjusted Appropriation	Expenditures	Outstanding Encumbrance	Unencumbered Balance	Percent Approp Used
3005501	RECREATION ACTIVITY SUPPLIES	\$0.00	\$500.00	\$130.15	\$0.00	\$369.85	26%
	Major Object Total	\$0.00	\$2,500.00	\$1,273.69	\$0.00	\$1,226.31	51 %
3040	FIXED ASSETS						
3006100	BUILDING & IMPROVEMENTS	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0%
	Major Object Total	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0 %
3060	OPERATING TRANSFERS OUT						
3007000	OPERATING TRANSFERS-OUT	\$0.00	\$30,000.00	\$51,000.00	\$0.00	(\$21,000.00)	170%
	Major Object Total	\$0.00	\$30,000.00	\$51,000.00	\$0.00	(\$21,000.00)	170 %
	Cost Center Total	\$0.00	\$288,200.00	\$216,767.41	\$541.25	\$70,891.34	75 %
	Budget Unit Total	\$0.00	\$288,200.00	\$216,767.41	\$541.25	\$70,891.34	75 %
	Fund Total	\$0.00	\$288,200.00	\$216,767.41	\$541.25	\$70,891.34	75 %

For Fiscal Year 2020
 From 7/1/2019 To 6/30/2020

County of Lassen Expenditure Account Detail

User: jmorgan

Addendum = *

Date	FD	BU	CG	Acct	Prog	Vendor	Vendor Name	Description	WT #	DOC #	Amount	*
07/02/19	536	0950		3001150		9407	US BANK	5/30-6/6/19 HLVR MISC	01142436	CL759015	\$337.52	
09/05/19	536	0950		3001150		9407	US BANK	REF#0057 7/16/19 HLVR	01144463	CL761074	\$84.29	
11/21/19	536	0950		3001150		9407	US BANK	REF#0057 7/16/19 HLVR AMAZON	01147102	CL764606	\$84.29	
12/04/19	536	0950		3001150		9407	US BANK	STOP PAYMENT CK#1144463	00000001	JE000673	(\$84.29)	
07/18/19	536	0950		3001200		6670	FRONTIER/CITIZENS COMM CO	JUL19 251-0235 HLVR	01142923	CL759606	\$212.65	
08/15/19	536	0950		3001200		6670	FRONTIER/CITIZENS COMM CO	8/1-8/31/19 2510235	01143855	CL760596	\$212.65	
09/19/19	536	0950		3001200		6670	FRONTIER/CITIZENS COMM CO	53025102351219168 9/1/19 HLVR	01144867	CL761678	\$212.65	
10/17/19	536	0950		3001200		6670	FRONTIER/CITIZENS COMM CO	53025102351219168 10/1/19 SRVC	01145982	CL762870	\$222.21	
11/26/19	536	0950		3001200		6670	FRONTIER/CITIZENS COMM CO	53025102351219168 11/1/19 SRVC	01147302	CL764699	\$213.18	
12/20/19	536	0950		3001200		6670	FRONTIER/CITIZENS COMM CO	53025102351219168 12/1/19	01148071	CL765467	\$222.21	
01/24/20	536	0950		3001200		6670	FRONTIER/CITIZENS COMM CO	ACC:53025102351219168 JAN'20	01149304	CL766801	\$220.44	
03/13/20	536	0950		3001200		6670	FRONTIER/CITIZENS COMM CO	53025102351219168 2/1/20 SRVC	01150760	CL768589	\$220.41	
03/20/20	536	0950		3001200		6670	FRONTIER/CITIZENS COMM CO	5302510235 3/1/20 SRVC	01151057	CL768745	\$220.41	
04/16/20	536	0950		3001200		6670	FRONTIER/CITIZENS COMM CO	53025102351219168 4/1/20 SRVC	01151909	CL769661	\$219.58	
05/22/20	536	0950		3001200		6670	FRONTIER/CITIZENS COMM CO	5302510235 5/1/20 SRVC	01153026	CL770945	\$210.55	
07/02/19	536	0950		3001400		9407	US BANK	5/30-6/6/19 HLVR MISC	01142436	CL759015	\$598.42	
07/11/19	536	0950		3001400		4104	OFFICE DEPOT	332067891001 6/20/19 CLEANER	01142786	CL759399	\$48.25	
07/11/19	536	0950		3001400		4104	OFFICE DEPOT	332073432001 6/20/19 TOWEL	01142786	CL759399	\$99.58	
07/11/19	536	0950		3001400		4104	OFFICE DEPOT	332073433001 6/20/19 CLEANER	01142786	CL759399	\$64.45	
08/08/19	536	0950		3001400		4104	OFFICE DEPOT	343934068001 7/18/19 HOUSEHOLD	01143690	CL760284	\$160.25	
10/17/19	536	0950		3001400		4104	OFFICE DEPOT	372075991001 9/3/19 LINERS/ETC	01146001	CL762928	\$220.19	
10/17/19	536	0950		3001400		4104	OFFICE DEPOT	372084290001 8/31/19 LINER	01146001	CL762927	\$45.57	
08/08/19	536	0950		3001500		14113	CA ASSOC FOR PARKS & REC INS	7/1/19-6/30/20 LIABILITY COVER	01143540	CO200053	\$5,354.50	
12/20/19	536	0950		3001500		14113	CA ASSOC FOR PARKS & REC INS	INV#4645 12/3/19 FY19/20 2ND H	01148025	CO200053	\$5,354.50	
07/02/19	536	0950		3001705		14445	SCP DISTRIBUTORS, LLC	62339042 6/6/19 ALGAE BREAK	01142434	CL759012	\$1,773.87	
07/02/19	536	0950		3001705		14445	SCP DISTRIBUTORS, LLC	D8643337 6/6/19 CHLORINE	01142434	CL759012	\$26.06	
07/02/19	536	0950		3001705		14445	SCP DISTRIBUTORS, LLC	SN024741 6/20/19 PULSAR BRIQU	01142434	CL759012	\$6,751.39	
07/02/19	536	0950		3001705		193	ARLIN BILLINGTON	441983 6/3/19 TAPE	01142432	CL759006	\$23.77	
07/02/19	536	0950		3001705		193	ARLIN BILLINGTON	442760 6/12/19 STRAP	01142432	CL759006	\$5.38	
07/02/19	536	0950		3001705		193	ARLIN BILLINGTON	442850 6/13/19 PVC	01142432	CL759006	\$7.76	
07/02/19	536	0950		3001705		193	ARLIN BILLINGTON	442861 6/13/19 PVC	01142432	CL759006	\$3.43	
07/02/19	536	0950		3001705		193	ARLIN BILLINGTON	442962 6/14/19 PLUG	01142432	CL759006	\$4.52	
07/02/19	536	0950		3001705		193	ARLIN BILLINGTON	443153 6/17/19 ELBOW	01142432	CL759006	\$99.07	
07/02/19	536	0950		3001705		193	ARLIN BILLINGTON	443254 6/18/19 TAPE	01142432	CL759006	\$44.34	
07/02/19	536	0950		3001705		193	ARLIN BILLINGTON	443367 6/19/19 CUTEND	01142432	CL759006	\$34.72	
07/02/19	536	0950		3001705		193	ARLIN BILLINGTON	443719 6/24/19 HOSE	01142432	CL759006	\$30.88	

For Fiscal Year 2020
 From 7/1/2019 To 6/30/2020

County of Lassen
Expenditure Account Detail

User: jmorgan
 Addendum = *

DATE	CD	BU	CC	Acct	Prog	Vendor	Vendor Name	Description	WT #	DOC #	Amount	*
07/02/19	536	0950		3001705		193	ARLIN BILLINGTON	443902 6/25/19 PLUG	01142432	CL759006	\$28.54	
07/02/19	536	0950		3001705		589	AIRGAS USA, LLC	9089563223 6/6/19 CARBON DIOX	01142429	CL759001	\$234.14	
07/02/19	536	0950		3001705		589	AIRGAS USA, LLC	9090057376 6/19/19 CARBON DIOX	01142429	CL759001	\$207.93	
08/08/19	536	0950		3001705		589	AIRGAS USA, LLC	9090515683 7/3/19	01143579	CL760330	\$168.05	
08/08/19	536	0950		3001705		589	AIRGAS USA, LLC	9090941611 8/16/19	01143579	CL760330	\$197.61	
08/15/19	536	0950		3001705		14445	SCP DISTRIBUTORS, LLC	D8653956 8/6/19 PULSAR	01143856	CL760597	\$75.95	
08/15/19	536	0950		3001705		193	ARLIN BILLINGTON	444399 7/2/19	01143852	CL760593	\$24.68	
08/15/19	536	0950		3001705		193	ARLIN BILLINGTON	445177 7/13/19	01143852	CL760593	\$6.36	
08/15/19	536	0950		3001705		193	ARLIN BILLINGTON	445556 7/18/19	01143852	CL760593	\$2.84	
08/15/19	536	0950		3001705		589	AIRGAS USA, LLC	9091475776 7/31/19 LIQUID	01143850	CL760591	\$151.04	
08/15/19	536	0950		3001705		589	AIRGAS USA, LLC	9964083445 7/31/19 TANK	01143850	CL760591	\$95.00	
09/05/19	536	0950		3001705		14445	SCP DISTRIBUTORS, LLC	INV#D8654769 8/12/19 HLVRA	01144459	CL761071	\$72.65	
09/05/19	536	0950		3001705		14445	SCP DISTRIBUTORS, LLC	INV#SN028649 8/13/19 HVLRA	01144459	CL761072	\$345.57	
09/05/19	536	0950		3001705		193	ARLIN BILLINGTON	447504 8/12/19 HLVRA SUPPLY	01144453	CL761070	\$353.20	
09/05/19	536	0950		3001705		193	ARLIN BILLINGTON	447522 8/15/19 HLVRA SUPPLY	01144453	CL761070	\$14.98	
09/05/19	536	0950		3001705		193	ARLIN BILLINGTON	447577 8/12/19 HLVRA SUPPLY	01144453	CL761070	\$7.21	
09/05/19	536	0950		3001705		193	ARLIN BILLINGTON	447676 8/14/19 HLVRA SUPPLY	01144453	CL761070	\$33.03	
09/05/19	536	0950		3001705		589	AIRGAS USA, LLC	9092055793 8/16/19 HLVRA	01144451	CL761065	\$198.47	
10/17/19	536	0950		3001705		14445	SCP DISTRIBUTORS, LLC	SN030938 9/19/19 HLVRA SUPPLY	01145983	CL762875	\$2,062.42	
10/17/19	536	0950		3001705		193	ARLIN BILLINGTON	INV#449997 9/13/19 HLVRA	01145979	CL762856	\$36.67	
10/17/19	536	0950		3001705		589	AIRGAS USA, LLC	9092396052 8/27/19 HLVRA	01145977	CL762853	\$182.57	
10/17/19	536	0950		3001705		589	AIRGAS USA, LLC	9092907312 9/11/19 HLVRA	01145977	CL762848	\$257.86	
10/17/19	536	0950		3001705		589	AIRGAS USA, LLC	9093445882 9/26/19 HLVRA	01145977	CL762854	\$272.08	
10/17/19	536	0950		3001705		589	AIRGAS USA, LLC	9964805599 8/31/19 HLVRA	01145977	CL762852	\$95.00	
10/17/19	536	0950		3001705		589	AIRGAS USA, LLC	9965525998 9/30/19 HLVRA	01145977	CL762851	\$95.00	
11/14/19	536	0950		3001705		193	ARLIN BILLINGTON	451952 10/10/19 HLVRA SUPPLY	01146858	CL764222	\$80.71	
11/14/19	536	0950		3001705		193	ARLIN BILLINGTON	452595 10/22/19 HLVRA SUPPLY	01146858	CL764222	\$7.70	
11/14/19	536	0950		3001705		589	AIRGAS USA, LLC	9094026307 10/12/19 HLVRA	01146857	CL764221	\$231.37	
11/14/19	536	0950		3001705		589	AIRGAS USA, LLC	9094731081 10/31/19 HLVRA	01146857	CL764220	\$255.63	
11/14/19	536	0950		3001705		589	AIRGAS USA, LLC	9966278901 10/31/19 HLVRA	01146857	CL764217	\$95.00	
12/12/19	536	0950		3001705		193	ARLIN BILLINGTON	453657 11/6/19 HLVRA TARP	01147775	CL765142	\$11.57	
12/20/19	536	0950		3001705		589	AIRGAS USA, LLC	9967019989 11/30/19 HLVRA	01148063	CL765458	\$95.00	
01/09/20	536	0950		3001705		589	AIRGAS USA, LLC	9096331142 12/18/19 SUPPLY	01148638	CL766000	\$209.90	
01/24/20	536	0950		3001705		589	AIRGAS USA, LLC	9967763512 12/31/19 RENT TANK	01149300	CL766796	\$95.00	
02/21/20	536	0950		3001705		589	AIRGAS USA, LLC	9968520014 1/31/20 CO TANK	01150002	CL767715	\$95.00	
03/13/20	536	0950		3001705		193	ARLIN BILLINGTON	460477 2/18/20 CUST#2126	01150758	CL768587	\$69.42	

For Fiscal Year 2020
 From 7/1/2019 To 6/30/2020

County of Lassen Expenditure Account Detail

User: jmorgan
 Addendum = *

Date	FD	BU	CC	Acct	Prog.	Vendor	Vendor Name	Description	WT #	DOC #	Amount	*
03/20/20	536	0950		3001705		589	AIRGAS USA, LLC	9969267125 2/29/20 HAZMAT	01151056	CL768744	\$98.60	
04/16/20	536	0950		3001705		589	AIRGAS USA, LLC	9970017108 3/31/20 CYL	01151903	CL769655	\$98.60	
05/08/20	536	0950		3001705		14445	SCP DISTRIBUTORS, LLC	SN038437 4/20/20 948167	01152574	CL770459	\$1,893.34	
05/08/20	536	0950		3001705		589	AIRGAS USA, LLC	9100424831 4/17/20 3943439	01152572	CL770454	\$192.47	
05/13/20	536	0950		3001705		14445	SCP DISTRIBUTORS, LLC	RSCP DIST. POOL SUPPLIE	00000001	JE002424	(\$8,551.32)	
05/22/20	536	0950		3001705		589	AIRGAS USA, LLC	9970762706 4/30/20 #3943439	01153025	CL770943	\$98.60	
07/11/19	536	0950		3002200		4104	OFFICE DEPOT	332073431001 6/20/19 POST-IT	01142786	CL759399	\$21.03	
07/11/19	536	0950		3002200		4104	OFFICE DEPOT	332073432001 6/20/19 INK	01142786	CL759399	\$82.43	
08/08/19	536	0950		3002200		4104	OFFICE DEPOT	343934068001 7/18/19 INK	01143690	CL760284	\$78.24	
08/08/19	536	0950		3002200		9407	US BANK	6/19-6/24/19 HLVR MISC	01143586	CL760337	\$55.94	
09/05/19	536	0950		3002200		9407	US BANK	REF#1555 8/8/19 HLVRA	01144463	CL761074	\$99.99	
10/17/19	536	0950		3002200		9407	US BANK	LATE FEES SEPT'19 9/6/19 HLVRA	01145988	CL762891	\$39.00	
11/14/19	536	0950		3002200		9407	US BANK	ACCT#6709 OCT'19 11/6/19 HLVRA	01146865	CL764230	\$78.00	
11/21/19	536	0950		3002200		9407	US BANK	RF#1555 8/8/19 HLVRA MICROSOFT	01147102	CL764606	\$99.99	
12/04/19	536	0950		3002200		9407	US BANK	STOP PAYMENT CK#1144463	00000001	JE000673	(\$99.99)	
12/11/19	536	0950		3002200		0	UNASSIGNED VENDOR	STOP PAYMENT CK#1144463	00000001	JE000953	\$10.00	
06/05/20	536	0950		3002200		9407	US BANK	9013 4/22/20 OFF SUPPLIES	01153361	CL771314	\$1,287.00	
07/02/19	536	0950		3002250		0	UNASSIGNED VENDOR	MAY REVENUES	00000002	DP132081	\$14.80	
07/02/19	536	0950		3002300		186	CITY OF SUSANVILLE	RMB CITY EMPLOY THRU 5/31/19	01142435	CL759013	\$622.58	
07/02/19	536	0950		3002300		3297	KRONICK,MOSOVITS,TIEDEMANN &	294575 5/17/19 LEGAL SERVICES	01142421	CO200025	\$141.00	
08/15/19	536	0950		3002300		3297	KRONICK,MOSOVITS,TIEDEMANN &	295091 7/12/19 LEGAL SERV	01143829	CO200025	\$117.50	
08/15/19	536	0950		3002300		99998	CA ASSOC OF REC&PARK DISTRICTS	1248 7/1/19-6/30/20 MEMBERSHIP	01143854	CL760595	\$400.00	
10/17/19	536	0950		3002300		186	CITY OF SUSANVILLE	JUN29-SEP6'19 STAFF TIME HLVR	01145987	CL762889	\$1,700.65	
11/14/19	536	0950		3002300		12933	PRICE PAIGE & CO ACCOUNTANCY	16001 9/30/19 HLVRA AUDIT	01146862	CL764225	\$355.00	
11/14/19	536	0950		3002300		3297	KRONICK,MOSOVITS,TIEDEMANN &	295726 10/15/19 HLVRA LEGAL 9/	01146793	CO200025	\$117.50	
11/26/19	536	0950		3002300		186	CITY OF SUSANVILLE	CITY STAFF TIME 11/19/19	01147306	CL764707	\$2,394.62	
11/27/19	536	0950		3002300		3297	KRONICK,MOSOVITS,TIEDEMANN &	295939 PROF SRVC THRU 10/25/19	01147424	CO200025	\$82.75	
01/09/20	536	0950		3002300		186	CITY OF SUSANVILLE	CITY STAFF TIME 12/17/19	01148652	CL766013	\$1,303.91	
02/05/20	536	0950		3002300		186	CITY OF SUSANVILLE	ACCT#4493 1/21/20 STAFF TIME	01149530	CL767033	\$1,108.10	
02/27/20	536	0950		3002300		12933	PRICE PAIGE & CO ACCOUNTANCY	16635 1/31/20 JUN'19 END AUDIT	01150303	CL767928	\$3,165.00	
03/13/20	536	0950		3002300		3595	CA DEPT OF TAX & FEE ADMIN	JAN-DEC'19 ACCT#103-246314	01150759	CL768588	\$244.94	
03/20/20	536	0950		3002300		12933	PRICE PAIGE & CO ACCOUNTANCY	INV#16718 2/29/20 JUN'19 AUDIT	01151060	CL768749	\$750.00	
04/16/20	536	0950		3002300		12933	PRICE PAIGE & CO ACCOUNTANCY	16907 3/31/20 AUTHORITY AUDIT	01151921	CL769804	\$500.00	
05/22/20	536	0950		3002300		12933	PRICE PAIGE & CO ACCOUNTANCY	17271 4/30/20 18/19 AUDIT	01153027	CL770946	\$85.00	
06/05/20	536	0950		3002300		186	CITY OF SUSANVILLE	4493 12/19-5/20 POOL STAFF	01153360	CL771312	\$5,354.49	
07/02/19	536	0950		3002359		186	CITY OF SUSANVILLE	RMB POOL EMPLOY THRU 5/31/19	01142435	CL759013	\$15,052.74	

For Fiscal Year 2020
 From 7/1/2019 To 6/30/2020

County of Lassen
Expenditure Account Detail

User: jmorgan
 Addendum = *

Date	FD	BU	CC	Acct	Prog	Vendor	Vendor Name	Description	WT#	DOC#	Amount	*
08/08/19	536	0950		3002359		186	CITY OF SUSANVILLE	RMB POOL EMPLOY THRU 6/28/19	01143585	CL760336	\$25,825.17	
08/08/19	536	0950		3002359		186	CITY OF SUSANVILLE	RMB CITY STAFF THRU 6/28/19	01143585	CL760336	\$1,803.33	
10/17/19	536	0950		3002359		186	CITY OF SUSANVILLE	JUN29-SEP6'19 STAFFING HLVRA	01145987	CL762889	\$53,590.66	
11/26/19	536	0950		3002359		186	CITY OF SUSANVILLE	CITY POOL STAFFING 11/19/19	01147306	CL764707	\$16,064.18	
01/09/20	536	0950		3002359		186	CITY OF SUSANVILLE	CITY POOL STAFFING HLVRA	01148652	CL766013	\$1,426.65	
02/05/20	536	0950		3002359		186	CITY OF SUSANVILLE	ACCT#4493 1/21/20 POOL STAFF	01149530	CL767033	\$714.38	
05/13/20	536	0950		3002359		186	CITY OF SUSANVILLE	RCITY OF SUSANVILLE -STAF	00000001	JE002424	(\$42,681.24)	
06/05/20	536	0950		3002359		186	CITY OF SUSANVILLE	4493 12/19-5/20 POOL STAFF	01153360	CL771312	\$3,385.54	
07/02/19	536	0950		3002400		14776	JAMES LOUIS CHAPMAN	29862 6/24/19 POOL SCHEDULES	01142433	CL759010	\$128.70	
07/02/19	536	0950		3002400		186	CITY OF SUSANVILLE	RMB PUBLICATION THRU 5/31/19	01142435	CL759013	\$102.00	
09/05/19	536	0950		3002400		14776	JAMES LOUIS CHAPMAN	29885 8/14/19 HLVRA POOL SCHDL	01144457	CL761100	\$64.35	
10/30/19	536	0950		3002801		0	UNASSIGNED VENDOR	COST PLAN CHARGES 19/20 50%	00000001	JE000424	\$8,300.00	
03/23/20	536	0950		3002801		0	UNASSIGNED VENDOR	50% ALLOCATION COST PLAN	00000001	JE001678	\$8,300.00	
07/18/19	536	0950		3002807		10037	MARTIN SECURITY SYSTEMS, INC	034021 7/26/19 HLVR 800 SOUTH	01142925	CL759615	\$25.00	
08/15/19	536	0950		3002807		10037	MARTIN SECURITY SYSTEMS, INC	034279 8/26/19 HLVR 800 SOUTH	01143858	CL760599	\$25.00	
09/19/19	536	0950		3002807		10037	MARTIN SECURITY SYSTEMS, INC	INV#034539 8/31/19 CUST#1787 S	01144816	CO200201	\$25.00	
10/17/19	536	0950		3002807		10037	MARTIN SECURITY SYSTEMS, INC	INV#034811 9/30/19 HLVRA	01145985	CL762878	\$25.00	
11/14/19	536	0950		3002807		10037	MARTIN SECURITY SYSTEMS, INC	035061 10/31/19 HLVRA SECURITY	01146861	CL764233	\$25.00	
12/20/19	536	0950		3002807		10037	MARTIN SECURITY SYSTEMS, INC	035310 11/30/19 HLVRA MONITOR	01148074	CL765471	\$25.00	
01/17/20	536	0950		3002807		10037	MARTIN SECURITY SYSTEMS, INC	INV#035585 12/31/19 HLVRA	01148915	CL766664	\$25.00	
02/14/20	536	0950		3002807		10037	MARTIN SECURITY SYSTEMS, INC	035828 1/31/20 MONITORING	01149719	CL767523	\$25.00	
02/14/20	536	0950		3002807		14648	WILLIAM L. BUNCH, JR	13857 1/29/20 #40-3731 MONITOR	01149722	CL767537	\$328.00	
03/13/20	536	0950		3002807		10037	MARTIN SECURITY SYSTEMS, INC	036078 2/29/20 MONITORING	01150762	CL768591	\$25.00	
04/16/20	536	0950		3002807		10037	MARTIN SECURITY SYSTEMS, INC	036339 3/31/20 MONITORING	01151911	CL769667	\$25.00	
05/15/20	536	0950		3002807		10037	MARTIN SECURITY SYSTEMS, INC	036580 4/30/20 SECURITY	01152683	CL770699	\$25.00	
07/02/19	536	0950		3002901		186	CITY OF SUSANVILLE	RMB TRAIN LIFEGUARD INSTRUC	01142435	CL759013	\$1,235.64	
08/08/19	536	0950		3002901		9407	US BANK	6/19-6/24/19 HLVR MISC	01143586	CL760337	\$723.00	
07/18/19	536	0950		3003010		515	LMUD	5/24-6/19/19 390772 HLVR	01142924	CL759608	\$1,799.55	
08/15/19	536	0950		3003010		515	LMUD	6/19-7/17/19 390772	01143857	CL760598	\$1,535.02	
09/05/19	536	0950		3003010		515	LMUD	390772 8/25/19 HLVRA ELECTRIC	01144460	CL761073	\$1,900.74	
10/17/19	536	0950		3003010		515	LMUD	390772 9/25/19 HLVRA ELECTRIC	01145984	CL762884	\$1,515.98	
11/14/19	536	0950		3003010		515	LMUD	390772 10/25/19 HLVRA ELECTRIC	01146860	CL764224	\$1,612.17	
12/12/19	536	0950		3003010		515	LMUD	390772 11/25/19 HLVRA ELECTRIC	01147782	CL765149	\$1,155.26	
01/17/20	536	0950		3003010		515	LMUD	390772 12/23/19 ELECTRIC	01148914	CL766663	\$770.49	
02/21/20	536	0950		3003010		515	LMUD	390772 2/13/20 ELECTRIC	01150007	CL767721	\$871.59	
03/13/20	536	0950		3003010		515	LMUD	390772 2/25/20 ELECTRIC 794.54	01150761	CL768590	\$794.54	

For Fiscal Year 2020
 From 7/1/2019 To 6/30/2020

County of Lassen
Expenditure Account Detail

User: jmorgan
 Addendum = *

Date	ED	BU	CC	Acct	Prog	Vendor	Vendor Name	Description	WT #	DOC #	Amount	*
04/09/20	536	0950		3003010		515	LMUD	390772 3/25/20 ELECTRIC	01151702	CL769423	\$770.49	
05/08/20	536	0950		3003010		515	LMUD	390772 4/25/20 ELECTRIC	01152575	CL770482	\$842.63	
07/18/19	536	0950		3003030		841	SUSANVILLE SANITARY DISTRICT	7/1-8/31/19 3204 HLVRA	01142928	CL759621	\$156.00	
09/19/19	536	0950		3003030		841	SUSANVILLE SANITARY DISTRICT	3204 9/1/19 HLVRA SEWER	01144872	CL761684	\$156.00	
11/14/19	536	0950		3003030		841	SUSANVILLE SANITARY DISTRICT	3204 11/1/19 HLVRA SEWER	01146864	CL764228	\$156.00	
01/24/20	536	0950		3003030		841	SUSANVILLE SANITARY DISTRICT	ACC1/640800-1 JAN-FEB'20	01149307	CL766805	\$156.00	
03/20/20	536	0950		3003030		841	SUSANVILLE SANITARY DISTRICT	1/640800-1 3/1/20 SEWER 3204	01151062	CL768751	\$156.00	
05/22/20	536	0950		3003030		841	SUSANVILLE SANITARY DISTRICT	1/6408001 5/1-6/30/20 SEWER	01153028	CL770948	\$156.00	
07/18/19	536	0950		3003040		12356	C&S WASTE SOLUTIONS	7/1/19 30-11856-9 HLVR	01142921	CL759604	\$200.20	
07/18/19	536	0950		3003040		12356	C&S WASTE SOLUTIONS	7/1/19 30-14329-4 HLVR	01142921	CL759603	\$276.91	
08/15/19	536	0950		3003040		12356	C&S WASTE SOLUTIONS	8/1/19 30-11856-9	01143853	CL760594	\$200.20	
10/17/19	536	0950		3003040		12356	C&S WASTE SOLUTIONS	30-118569 10/1/19 HLVRA TRASH	01145980	CL762862	\$197.65	
10/17/19	536	0950		3003040		12356	C&S WASTE SOLUTIONS	30-118569 9/1/19 HLVRA TRASH	01145980	CL762858	\$200.20	
11/14/19	536	0950		3003040		12356	C&S WASTE SOLUTIONS	30-118569 11/1/19 HLVRA TRASH	01146859	CL764223	\$194.65	
07/18/19	536	0950		3003050		186	CITY OF SUSANVILLE	5/6-6/6/19 105-0022	01142927	CL759619	\$514.98	
08/15/19	536	0950		3003050		186	CITY OF SUSANVILLE	6/6-7/9/19 105-0022	01143859	CL760600	\$15.49	
09/19/19	536	0950		3003050		186	CITY OF SUSANVILLE	10500220000 8/31/19 HLVRA GAS	01144871	CL761683	\$13.95	
10/17/19	536	0950		3003050		186	CITY OF SUSANVILLE	10500220000 9/30/19 HLVRA GAS	01145987	CL762886	\$301.13	
11/14/19	536	0950		3003050		186	CITY OF SUSANVILLE	10500220000 10/31/19 HLVRA GAS	01146863	CL764226	\$221.23	
01/17/20	536	0950		3003050		186	CITY OF SUSANVILLE	10500220000 GAS	01148921	CL766671	\$75.71	
01/24/20	536	0950		3003050		186	CITY OF SUSANVILLE	ACC105.0022.00.00 DEC'19	01149306	CL766804	\$8.93	
03/20/20	536	0950		3003050		186	CITY OF SUSANVILLE	105.0022.00.00 1/31/20 GAS	01151061	CL768750	\$9.32	
03/20/20	536	0950		3003050		186	CITY OF SUSANVILLE	105.0022.00.00 2/29/20 GAS	01151061	CL768750	\$15.88	
04/16/20	536	0950		3003050		186	CITY OF SUSANVILLE	105.0022.00.00 3/31/20 GAS	01151913	CL769670	\$8.93	
05/15/20	536	0950		3003050		186	CITY OF SUSANVILLE	10500220000 4/30/20 UTILITY	01152684	CL770700	\$388.02	
07/18/19	536	0950		3003060		186	CITY OF SUSANVILLE	5/6-6/6/19 105-0022	01142927	CL759619	\$379.09	
08/15/19	536	0950		3003060		186	CITY OF SUSANVILLE	6/6-7/9/19 105-0022	01143859	CL760600	\$1,535.36	
09/19/19	536	0950		3003060		186	CITY OF SUSANVILLE	10500220000 8/31/19 HLVRA GEO	01144871	CL761683	\$1,523.99	
10/17/19	536	0950		3003060		186	CITY OF SUSANVILLE	10500220000 9/30/19 HLVRA GEO	01145987	CL762886	\$1,236.44	
11/14/19	536	0950		3003060		186	CITY OF SUSANVILLE	10500220000 10/31/19 HLVRA GEO	01146863	CL764226	\$1,236.44	
01/17/20	536	0950		3003060		186	CITY OF SUSANVILLE	10500220000 GEO 379.09	01148921	CL766671	\$379.09	
01/24/20	536	0950		3003060		186	CITY OF SUSANVILLE	ACC105.0022.00.00 DEC'19	01149306	CL766804	\$379.09	
03/20/20	536	0950		3003060		186	CITY OF SUSANVILLE	105.0022.00.00 1/31/20 H2O	01151061	CL768750	\$1,015.54	
03/20/20	536	0950		3003060		186	CITY OF SUSANVILLE	105.0022.00.00 2/29/20 H2O	01151061	CL768750	\$379.09	
04/16/20	536	0950		3003060		186	CITY OF SUSANVILLE	105.0022.00.00 3/31/20 GEO	01151913	CL769670	\$379.09	
07/02/19	536	0950		3005500		14102	ALPINE BEVERAGE, LLC	63572 6/11/19 CONCESSION	01142430	CL759003	\$224.34	

For Fiscal Year 2020
 From 7/1/2019 To 6/30/2020

County of Lassen Expenditure Account Detail
--

User: jmorgan
 Addendum = *

Date	CD	BU	CC	Acct	Prog	Vendor	Vendor Name	Description	WT #	DOC #	Amount
07/02/19	536	0950		3005500		14102	ALPINE BEVERAGE, LLC	63978 6/18/19 CONCESSION	01142430	CL759003	\$218.80
07/18/19	536	0950		3005500		14102	ALPINE BEVERAGE, LLC	64769 7/1/19 CONCESSION	01142920	CL759601	\$126.20
08/08/19	536	0950		3005500		14102	ALPINE BEVERAGE, LLC	65380 7/11/19	01143580	CL760331	\$170.40
08/08/19	536	0950		3005500		14102	ALPINE BEVERAGE, LLC	65851 7/18/19	01143580	CL760331	\$183.40
08/15/19	536	0950		3005500		14102	ALPINE BEVERAGE, LLC	66189 7/24/19	01143851	CL760592	\$37.80
08/15/19	536	0950		3005500		14102	ALPINE BEVERAGE, LLC	66495 7/30/19	01143851	CL760592	\$16.80
09/05/19	536	0950		3005500		14102	ALPINE BEVERAGE, LLC	67339 8/14/19 HLVRA FY19/20	01144452	CL761067	\$38.20
09/05/19	536	0950		3005500		14102	ALPINE BEVERAGE, LLC	67762 8/22/19 HLVRA FY19/20	01144452	CL761068	\$69.40
10/17/19	536	0950		3005500		14102	ALPINE BEVERAGE, LLC	INV#68198 8/30/19 HLVRA BEVRGS	01145978	CL762855	\$58.20
07/02/19	536	0950		3005501		9407	US BANK	5/30-6/6/19 HLVR MISC	01142436	CL759015	\$85.63
09/05/19	536	0950		3005501		9407	US BANK	REF#7169 8/5/19 HLVRA	01144463	CL761074	\$44.52
11/21/19	536	0950		3005501		9407	US BANK	REF#7169 8/5/19 HLVRA WALMART	01147102	CL764606	\$44.52
12/04/19	536	0950		3005501		9407	US BANK	STOP PAYMENT CK#1144463	00000001	JE000673	(\$44.52)
12/04/19	536	0950		3007000		0	UNASSIGNED VENDOR	TFR TO 534-5951 PER RES 19-34	00000001	JE000675	\$30,000.00
12/30/19	536	0950		3007000		0	UNASSIGNED VENDOR	TFR TO POOL IMPROVEMENT FD	00000001	JE001055	\$21,000.00
Total Budget Year Expenditures:											\$216,767.41
Grand Total:											\$216,767.41

**County of Lassen
General Ledger Summary**

Fund	Account	Account Name	Opening Balance	YTD Activity	Balance	Status
534	0100000	HLVRA POOL SUSTAINABILITY-CASH	\$0.00	\$30,122.38	\$30,122.38	
534	0100900	FAIR MARKET VALUE & INTEREST	\$0.00	\$0.00	\$0.00	
534	2000000	REVENUE & OTH FINANCE SOURCES	\$0.00	\$0.00	\$0.00	
534	3000000	EXPENDITURES & OTHER FINC USES	\$0.00	\$0.00	\$0.00	
534	7100000	RESERVE FOR ENCUMBRANCES	\$0.00	\$0.00	\$0.00	
534	7500000	FUND BALANCE AVAILABLE	\$0.00	\$0.00	\$0.00	
534	9100000	ESTIMATED REVENUES	\$0.00	\$0.00	\$0.00	
534	9300000	APPROPRIATIONS	\$0.00	\$0.00	\$0.00	
534	9500000	ENCUMBRANCES-CURRENT YEAR	\$0.00	\$0.00	\$0.00	
534	9600000	BUDGETARY FUND BALANCE	\$0.00	\$0.00	\$0.00	
			\$0.00	\$30,122.38	\$30,122.38	

<h2 style="margin: 0;">County of Lassen</h2> <h3 style="margin: 0;">General Ledger Summary</h3>

Fund	Account	Account Name	Opening Balance	YTD Activity	Balance	Status
535	0100000	HLVRA POOL IMPROVEMENT - CASH	\$0.00	\$4,761.23	\$4,761.23	
535	0100900	FAIR MARKET VALUE & INTEREST	\$0.00	\$0.00	\$0.00	
535	2000000	REVENUE & OTH FINANCE SOURCES	\$0.00	\$0.00	\$0.00	
535	3000000	EXPENDITURES & OTHER FINC USES	\$0.00	\$0.00	\$0.00	
535	7100000	RESERVE FOR ENCUMBRANCES	\$0.00	\$0.00	\$0.00	
535	7500000	FUND BALANCE AVAILABLE	\$0.00	\$0.00	\$0.00	
535	9100000	ESTIMATED REVENUES	\$0.00	\$0.00	\$0.00	
535	9300000	APPROPRIATIONS	\$0.00	\$0.00	\$0.00	
535	9500000	ENCUMBRANCES-CURRENT YEAR	\$0.00	\$0.00	\$0.00	
535	9600000	BUDGETARY FUND BALANCE	\$0.00	\$0.00	\$0.00	
			\$0.00	\$4,761.23	\$4,761.23	

County of Lassen General Ledger Summary
--

Fund	Account	Account Name	Opening Balance	YTD Activity	Balance	Status
536	0100000	HONEY LAKE VALLEY RECREATION	\$147,748.05	\$16,215.66	\$163,963.71	
536	0100900	FAIR MARKET VALUE & INTEREST	\$0.00	\$0.00	\$0.00	
536	0104000	POOL US BANK DEPOSITORY	\$33,319.78	\$0.00	\$33,319.78	
536	0107000	ACCOUNTS RECEIVABLE	\$15,660.00	(\$15,660.00)	\$0.00	
536	0132000	DUE FROM OTHER GOVERNMENT	\$0.00	\$0.00	\$0.00	
536	0161000	LAND	\$2,721.50	\$0.00	\$2,721.50	
536	0162000	BUILDINGS AND IMPROVEMENTS	\$3,168,736.64	\$0.00	\$3,168,736.64	
536	0163000	ACCUMULATED DEPRE-BLDGS & IMPR	(\$79,616.00)	\$0.00	(\$79,616.00)	
536	0164000	EQUIPMENT	\$14,412.92	\$0.00	\$14,412.92	
536	0165000	ACCUMULATED DEPRE - EQUIPMENT	(\$2,883.00)	\$0.00	(\$2,883.00)	
536	0166000	CONSTRUCTION IN PROCESS	\$0.00	\$0.00	\$0.00	
536	0203000	ACCOUNTS PAYABLE	\$0.00	\$51,232.56	\$51,232.56	
536	0203010	CONTRACT RETENTION PAYABLE	\$0.00	\$0.00	\$0.00	
536	0205000	DUE TO OTHER GOVERNMENTS	\$0.00	\$0.00	\$0.00	
536	0221000	DEFERRED REVENUE	(\$20,031.66)	\$0.00	(\$20,031.66)	
536	2000000	REVENUE	\$0.00	\$0.00	\$0.00	
536	3000000	EXPENDITURES	\$0.00	\$0.00	\$0.00	
536	7100000	RESERVE FOR ENCUMBRANCES	\$0.00	\$0.00	\$0.00	
536	7244000	INVESTMENTS IN NET ASSETS	(\$3,100,652.92)	\$0.00	(\$3,100,652.92)	
536	7500000	FUND BALANCE AVAILABLE	(\$179,415.31)	\$0.00	(\$179,415.31)	
536	9100000	ESTIMATED REVENUES	\$0.00	\$0.00	\$0.00	
536	9300000	APPROPRIATIONS	\$0.00	\$0.00	\$0.00	
536	9500000	ENCUMBRANCES	\$0.00	\$0.00	\$0.00	

County of Lassen General Ledger Summary
--

Fund	Account	Account Name	Opening Balance	YTD Activity	Balance	Status
536	9600000	BUDGETARY FUND BALANCE	\$0.00	\$19,500.00	\$19,500.00	
			\$0.00	\$71,288.22	\$71,288.22	

**County of Lassen
Revenue Account Detail**

Date	FY	B.U.	Account	Program	Vendor	Vendor Name	Description	Warrant Number	DOC #	Amount
10/01/2019	536	0950	2003000		0	UNASSIGNED VENDOR	JUL-SEP INTEREST APPORTIONMENT		JE000319	(\$672.15)
01/01/2020	536	0950	2003000		0	UNASSIGNED VENDOR	OCT-DEC INTEREST APPORTIONMENT		JE001075	(\$867.34)
04/01/2020	536	0950	2003000		0	UNASSIGNED VENDOR	JAN-MAR INTEREST APPORTIONMENT		JE001795	(\$605.16)
07/02/2019	536	0950	2003203		0	UNASSIGNED VENDOR	MAY REVENUES		DP132081	(\$632.00)
09/13/2019	536	0950	2003203		0	UNASSIGNED VENDOR	HLVRA / JULY DEPOSIT		DP133280	(\$10,201.00)
09/13/2019	536	0950	2003203		0	UNASSIGNED VENDOR	HLVRA / JUNE DEPOSIT		DP133279	(\$8,376.00)
10/09/2019	536	0950	2003203		0	UNASSIGNED VENDOR	HLVRA AUGUST DEPOSIT		DP133744	(\$4,632.00)
11/20/2019	536	0950	2003203		0	UNASSIGNED VENDOR	HLVRA / OCTOBER DEPOSIT		DP134540	(\$8.00)
11/20/2019	536	0950	2003203		0	UNASSIGNED VENDOR	HLVRA / SEPTEMBER DEPOSIT		DP134539	(\$364.00)
09/13/2019	536	0950	2003204		0	UNASSIGNED VENDOR	HLVRA / JULY DEPOSIT		DP133280	(\$2,890.00)
09/13/2019	536	0950	2003204		0	UNASSIGNED VENDOR	HLVRA / JUNE DEPOSIT		DP133279	(\$3,740.00)
10/09/2019	536	0950	2003204		0	UNASSIGNED VENDOR	HLVRA AUGUST DEPOSIT		DP133744	(\$2,270.00)
11/20/2019	536	0950	2003204		0	UNASSIGNED VENDOR	HLVRA / OCTOBER DEPOSIT		DP134540	(\$460.00)
11/20/2019	536	0950	2003204		0	UNASSIGNED VENDOR	HLVRA / SEPTEMBER DEPOSIT		DP134539	(\$1,380.00)
01/09/2020	536	0950	2003204		0	UNASSIGNED VENDOR	MOVE TO 2010667		JE001118	\$10,740.00
07/02/2019	536	0950	2003206		0	UNASSIGNED VENDOR	MAY REVENUES		DP132081	(\$1,680.00)
09/13/2019	536	0950	2003206		0	UNASSIGNED VENDOR	HLVRA / JULY DEPOSIT		DP133280	(\$1,650.00)
09/13/2019	536	0950	2003206		0	UNASSIGNED VENDOR	HLVRA / JUNE DEPOSIT		DP133279	(\$1,680.00)
09/13/2019	536	0950	2003212		0	UNASSIGNED VENDOR	HLVRA / JULY DEPOSIT		DP133280	(\$1,005.00)
09/13/2019	536	0950	2003212		0	UNASSIGNED VENDOR	HLVRA / JUNE DEPOSIT		DP133279	(\$947.00)
11/20/2019	536	0950	2003212		0	UNASSIGNED VENDOR	HLVRA / OCTOBER DEPOSIT		DP134540	(\$60.50)

For Fiscal Year 2020
 From 7/1/2019 to 6/30/2020

County of Lassen
Revenue Account Detail

User: jmorgan

Date	FD	B/U	CC	Account	Program	Vendor	Vendor Name	Description	Warrant Number	DOC #	Amount
11/20/2019	536	0950		2003212		0	UNASSIGNED VENDOR	HLVRA / SEPTEMBER DEPOSIT		DP134539	(\$108.00)
01/09/2020	536	0950		2003212		0	UNASSIGNED VENDOR	MOVE TO 2010662		JE001118	\$2,120.50
07/01/2019	536	0950		2003214		0	UNASSIGNED VENDOR	APRIL REVENUES		DP132061	(\$1,200.00)
07/02/2019	536	0950		2003214		0	UNASSIGNED VENDOR	MAY REVENUES		DP132081	(\$1,370.00)
09/13/2019	536	0950		2003214		0	UNASSIGNED VENDOR	HLVRA / JULY DEPOSIT		DP133280	(\$748.00)
09/13/2019	536	0950		2003214		0	UNASSIGNED VENDOR	HLVRA / JUNE DEPOSIT		DP133279	(\$10,027.00)
10/09/2019	536	0950		2007400		0	UNASSIGNED VENDOR	19/20 CONTRACTUAL CONTRIB.POOL		DP133759	(\$80,000.00)
02/24/2020	536	0950		2007400		0	UNASSIGNED VENDOR	19/20 BUDGET		JE001449	(\$80,000.00)
07/01/2019	536	0950		2010611		0	UNASSIGNED VENDOR	APRIL REVENUES		DP132061	(\$10,860.00)
07/02/2019	536	0950		2010611		0	UNASSIGNED VENDOR	MAY REVENUES		DP132081	(\$4,800.00)
08/08/2019	536	0950		2010611		99998	FABIOLA CARRILLO	4/22/19 REFUND SWIM LESSONS	01143581	CL760332	\$60.00
08/08/2019	536	0950		2010611		99998	JACEY HERMAN	4/22/19 REFUND SWIM LESSONS	01143582	CL760333	\$60.00
08/08/2019	536	0950		2010611		99998	PATRICIA PARKER	6/28/19 REFUND SWIM LESSONS	01143583	CL760334	\$60.00
09/13/2019	536	0950		2010611		0	UNASSIGNED VENDOR	HLVRA / JULY DEPOSIT		DP133280	(\$4,580.00)
09/13/2019	536	0950		2010611		0	UNASSIGNED VENDOR	HLVRA / JUNE DEPOSIT		DP133279	(\$6,660.00)
10/09/2019	536	0950		2010611		0	UNASSIGNED VENDOR	HLVRA AUGUST DEPOSIT		DP133744	(\$660.00)
11/20/2019	536	0950		2010611		0	UNASSIGNED VENDOR	HLVRA / SEPTEMBER DEPOSIT		DP134539	(\$900.00)
05/13/2020	536	0950		2010611		0	UNASSIGNED VENDOR	R AR APRIL REVENUE		JE002466	\$10,860.00
05/13/2020	536	0950		2010611		0	UNASSIGNED VENDOR	R AR MAY REVENUES 18/1		JE002466	\$4,800.00
07/02/2019	536	0950		2010660		0	UNASSIGNED VENDOR	MAY REVENUES		DP132081	(\$172.00)
09/13/2019	536	0950		2010660		0	UNASSIGNED VENDOR	HLVRA / JULY DEPOSIT		DP133280	(\$864.00)

County of Lassen
Revenue Account Detail

Date	FD	B/U	C/C	Account	Program	Vendor	Vendor Name	Description	Warrant Number	DOC #	Amount
09/13/2019	536	0950		2010660		0	UNASSIGNED VENDOR	HLVRA / JUNE DEPOSIT		DP133279	(\$408.00)
10/09/2019	536	0950		2010660		0	UNASSIGNED VENDOR	HLVRA AUGUST DEPOSIT		DP133744	(\$764.00)
11/20/2019	536	0950		2010660		0	UNASSIGNED VENDOR	HLVRA / OCTOBER DEPOSIT		DP134540	(\$256.00)
11/20/2019	536	0950		2010660		0	UNASSIGNED VENDOR	HLVRA / SEPTEMBER		DP134539	(\$438.00)
07/01/2019	536	0950		2010661		0	UNASSIGNED VENDOR	APRIL REVENUES		DP132061	(\$325.00)
07/02/2019	536	0950		2010661		0	UNASSIGNED VENDOR	MAY REVENUES		DP132081	(\$1,426.00)
07/02/2019	536	0950		2010661		99998	FRANK AVILLA	4/29/19 RMB PARTY RENTAL	01142431	CL759004	\$175.00
07/18/2019	536	0950		2010661		99998	LEANDRA MEANOR	5/10/19 REFUND SWIM LESSON	01142926	CL759617	\$60.00
07/18/2019	536	0950		2010661		99998	PHOEBE FREEMAN	4/26/19 REFUND SWIM LESSON	01142922	CL759605	\$60.00
08/08/2019	536	0950		2010661		99998	TERESA PHILLIPS	6/24/19 REFUND SWIM LESSONS	01143584	CL760335	\$200.00
09/13/2019	536	0950		2010661		0	UNASSIGNED VENDOR	HLVRA / JULY DEPOSIT		DP133280	(\$1,400.00)
09/13/2019	536	0950		2010661		0	UNASSIGNED VENDOR	HLVRA / JUNE DEPOSIT		DP133279	(\$975.00)
10/09/2019	536	0950		2010661		0	UNASSIGNED VENDOR	HLVRA AUGUST DEPOSIT		DP133744	(\$375.00)
10/17/2019	536	0950		2010661		99998	ERIK EDHOLM	SWIM LESSON REFUND 9/8/19	01145981	CL762865	\$150.00
10/17/2019	536	0950		2010661		99998	HEATHER MICONE	POOL RENTAL REFUND 9/6/19	01145986	CL762882	\$150.00
11/20/2019	536	0950		2010661		0	UNASSIGNED VENDOR	HLVRA / SEPTEMBER DEPOSIT		DP134539	(\$600.00)
01/30/2020	536	0950		2010661		0	UNASSIGNED VENDOR	HLVRA / NOVEMBER 2019 DEPOSIT		DP135875	(\$150.00)
07/01/2019	536	0950		2010662		0	UNASSIGNED VENDOR	APRIL REVENUES		DP132061	(\$7.00)
07/02/2019	536	0950		2010662		0	UNASSIGNED VENDOR	MAY REVENUES		DP132081	(\$281.00)
10/09/2019	536	0950		2010662		0	UNASSIGNED VENDOR	HLVRA AUGUST DEPOSIT		DP133744	(\$632.00)
01/09/2020	536	0950		2010662		0	UNASSIGNED VENDOR	MOVED FROM 2003212		JE001118	(\$2,120.50)
07/02/2019	536	0950		2010663		0	UNASSIGNED VENDOR	MAY REVENUES		DP132081	(\$600.00)
09/13/2019	536	0950		2010663		0	UNASSIGNED VENDOR	HLVRA / JUNE DEPOSIT		DP133279	(\$1,450.00)

**County of Lassen
Revenue Account Detail**

Date	FD #	B/U	C/C	Account	Program	Vendor	Vendor Name	Description	Warrant Number	DOC #	Amount
10/09/2019	536	0950		2010663		0	UNASSIGNED VENDOR	HLVRA AUGUST DEPOSIT		DP133744	(\$200.00)
11/20/2019	536	0950		2010663		0	UNASSIGNED VENDOR	HLVRA / OCTOBER DEPOSIT		DP134540	(\$1,105.00)
11/20/2019	536	0950		2010663		0	UNASSIGNED VENDOR	HLVRA / SEPTEMBER DEPOSIT		DP134539	(\$850.00)
01/30/2020	536	0950		2010663		0	UNASSIGNED VENDOR	HLVRA / NOVEMBER 2019 DEPOSIT		DP135875	(\$5,185.00)
07/01/2019	536	0950		2010665		0	UNASSIGNED VENDOR	APRIL REVENUES		DP132061	(\$80.00)
07/02/2019	536	0950		2010665		0	UNASSIGNED VENDOR	MAY REVENUES		DP132081	(\$1,268.00)
09/13/2019	536	0950		2010665		0	UNASSIGNED VENDOR	HLVRA / JULY DEPOSIT		DP133280	(\$2,208.00)
09/13/2019	536	0950		2010665		0	UNASSIGNED VENDOR	HLVRA / JUNE DEPOSIT		DP133279	(\$3,026.00)
10/09/2019	536	0950		2010665		0	UNASSIGNED VENDOR	HLVRA AUGUST DEPOSIT		DP133744	(\$1,008.00)
11/20/2019	536	0950		2010665		0	UNASSIGNED VENDOR	HLVRA / SEPTEMBER DEPOSIT		DP134539	(\$336.00)
02/04/2020	536	0950		2010665		0	UNASSIGNED VENDOR	HLVRA/NOVEMBER RECON (BALANCE)		DP135982	(\$32.00)
07/01/2019	536	0950		2010667		0	UNASSIGNED VENDOR	APRIL REVENUES		DP132061	(\$2,222.00)
07/02/2019	536	0950		2010667		0	UNASSIGNED VENDOR	MAY REVENUES		DP132081	(\$2,112.00)
01/09/2020	536	0950		2010667		0	UNASSIGNED VENDOR	MOVED FROM 2003204		JE001118	(\$10,740.00)
07/02/2019	536	0950		2010669		0	UNASSIGNED VENDOR	MAY REVENUES		DP132081	(\$280.00)
11/15/2019	536	0950		2011200		0	UNASSIGNED VENDOR	RE-DEPOSIT TILL MONEY		DP134449	(\$100.00)
09/13/2019	536	0950		2011300		0	UNASSIGNED VENDOR	HLVRA / JULY DEPOSIT		DP133280	(\$5,217.48)
09/13/2019	536	0950		2011300		0	UNASSIGNED VENDOR	HLVRA / JUNE DEPOSIT		DP133279	(\$161.00)
10/09/2019	536	0950		2011300		0	UNASSIGNED VENDOR	HLVRA AUGUST DEPOSIT		DP133744	(\$362.00)
11/20/2019	536	0950		2011300		0	UNASSIGNED VENDOR	HLVRA / OCTOBER DEPOSIT		DP134540	(\$2,182.00)
11/20/2019	536	0950		2011300		0	UNASSIGNED VENDOR	HLVRA / SEPTEMBER DEPOSIT		DP134539	(\$100.00)
(\$268,555.63)											

Fiscal Year 2020 As of 6/8/2020

User: jmorgan

Fund 534 HLVRA FACILITY SUSTAINABILITY
 Budget Unit 5951 POOL SUSTAINABILITY
 Cost Center NONE

**County of Lassen
Revenue Status**

Percent of Year Elapsed 94 %

Account	Account Name	Adopted Estimated Revenue	Adjusted Estimated Revenue	Revenue Realized	Unrealized	Percent Revenue Realized
2040	REVENUE FR USE OF MONEY & PROP					
2003000	INTEREST	\$0.00	\$0.00	(\$122.38)	(\$122.38)	0%
	Major Object Total	\$0.00	\$0.00	(\$122.38)	(\$122.38)	0 %
2080	OTHER FINANCING SOURCES					
2012200	OPERATING TRANSFERS-IN	\$0.00	\$0.00	(\$30,000.00)	(\$30,000.00)	0%
	Major Object Total	\$0.00	\$0.00	(\$30,000.00)	(\$30,000.00)	0 %
	Cost Center Total	\$0.00	\$0.00	(\$30,122.38)	(\$30,122.38)	0 %
	Budget Unit Total	\$0.00	\$0.00	(\$30,122.38)	(\$30,122.38)	0 %
	Fund Total	\$0.00	\$0.00	(\$30,122.38)	(\$30,122.38)	0 %

Fiscal Year 2020 As of 6/8/2020
Fund 535 HLVRA FACILITY IMPROVEMENT
Budget Unit 5952 POOL IMPROVEMENT
Cost Center NONE

**County of Lassen
Revenue Status**

User: jmorgan

Percent of Year Elapsed 94 %

Account	Account Name	Adopted Estimated Revenue	Adjusted Estimated Revenue	Revenue Realized	Unrealized	Percent Revenue Realized
2040	REVENUE FR USE OF MONEY & PROP					
2003000	INTEREST	\$0.00	\$0.00	(\$68.68)	(\$68.68)	0%
	Major Object Total	\$0.00	\$0.00	(\$68.68)	(\$68.68)	0 %
2080	OTHER FINANCING SOURCES					
2012200	OPERATING TRANSFERS-IN	\$0.00	\$21,000.00	(\$21,000.00)	\$0.00	100%
	Major Object Total	\$0.00	\$21,000.00	(\$21,000.00)	\$0.00	100 %
	Cost Center Total	\$0.00	\$21,000.00	(\$21,068.68)	(\$68.68)	100 %
	Budget Unit Total	\$0.00	\$21,000.00	(\$21,068.68)	(\$68.68)	100 %
	Fund Total	\$0.00	\$21,000.00	(\$21,068.68)	(\$68.68)	100 %

Fiscal Year 2020 As of 6/8/2020
Fund 536 HONEY LAKE VALLEY RECREATION
Budget Unit 0950 COMMUNITY POOL
Cost Center NONE

**County of Lassen
Revenue Status**

User: jmorgan

Percent of Year Elapsed 94 %

Account	Account Name	Adopted Estimated Revenue	Adjusted Estimated Revenue	Revenue Realized	Unrealized	Percent Revenue Realized
2040	REVENUE FR USE OF MONEY & PROP					
2003000	INTEREST	\$0.00	\$0.00	(\$2,144.65)	(\$2,144.65)	0%
2003203	ADMISSIONS/PASSES	\$0.00	\$27,000.00	(\$24,213.00)	\$2,787.00	90%
2003206	HORSE SHOW	\$0.00	\$1,200.00	(\$5,010.00)	(\$3,810.00)	418%
2003214	SUMMER PASSES	\$0.00	\$10,000.00	(\$13,345.00)	(\$3,345.00)	133%
	Major Object Total	\$0.00	\$38,200.00	(\$44,712.65)	(\$6,512.65)	117 %
2052	INTERGOVT REVENUE-OTHER					
2007400	OTHER-GOVERNMENTAL AGENCIES	\$0.00	\$160,000.00	(\$160,000.00)	\$0.00	100%
	Major Object Total	\$0.00	\$160,000.00	(\$160,000.00)	\$0.00	100 %
2060	CHARGES FOR SERVICES					
2010611	OTHER FEES	\$0.00	\$28,000.00	(\$12,620.00)	\$15,380.00	45%
2010660	DAILY PROGRAMS	\$0.00	\$2,000.00	(\$2,902.00)	(\$902.00)	145%
2010661	PARTYS AND SPECIAL EVENTS	\$0.00	\$3,400.00	(\$4,456.00)	(\$1,056.00)	131%
2010662	CONSESSIONS	\$0.00	\$3,000.00	(\$3,040.50)	(\$40.50)	101%
2010663	SCHOOL RENTALS	\$0.00	\$3,000.00	(\$9,390.00)	(\$6,390.00)	313%
2010664	LHS SWIM TEAM	\$0.00	\$3,000.00	\$0.00	\$3,000.00	0%
2010665	10 PUNCH CARDS	\$0.00	\$8,000.00	(\$7,958.00)	\$42.00	99%
2010667	MONTHLY PROGRAMS	\$0.00	\$20,000.00	(\$15,074.00)	\$4,926.00	75%
2010669	LIFEGUARD TRAINING AND CERT.	\$0.00	\$0.00	(\$280.00)	(\$280.00)	0%
	Major Object Total	\$0.00	\$70,400.00	(\$55,720.50)	\$14,679.50	79 %
2070	MISCELLANEOUS					
2011200	MISCELLANEOUS	\$0.00	\$100.00	(\$100.00)	\$0.00	100%
2011300	CONTRIBUTIONS AND DONATIONS	\$0.00	\$0.00	(\$8,022.48)	(\$8,022.48)	0%
	Major Object Total	\$0.00	\$100.00	(\$8,122.48)	(\$8,022.48)	8,122 %
	Cost Center Total	\$0.00	\$268,700.00	(\$268,555.63)	\$144.37	100 %
	Budget Unit Total	\$0.00	\$268,700.00	(\$268,555.63)	\$144.37	100 %
	Fund Total	\$0.00	\$268,700.00	(\$268,555.63)	\$144.37	100 %

Submitted By: Heidi Whitlock, Executive Officer

Action Date: June 16, 2020

HLVRA AGENDA ITEM

SUBJECT: Approve City Reimbursement Request through May 29, 2020.

PRESENTED BY: Heidi Whitlock, Executive Officer

SUMMARY: The HLVRA has contracted with the City of Susanville to perform Administrative, Management and Operational services. The City has submitted a reimbursement request for both administrative and pool staff services related to the pool for the period of May 2, 2020 through May 29, 2020.

FISCAL IMPACT: \$2,980.07

ACTION REQUESTED: Motion to approve City reimbursement request.

ATTACHMENTS: Reimbursement Request with documentation



**City of Susanville
Administrative Services Department**

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

INVOICE

Invoice Date: June 16, 2020

Account #: 4493

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

TOTAL DUE: \$2,980.07
Payment Due: UPON RECEIPT

SUBJECT: Reimbursement for Administrative, Management & Operational Services and Associated Direct Costs May 2 through May 29, 2020.

Description:

Reimbursement for Administrative Services (5/2/20 – 5/29/20)	\$ 1,861.91
Reimbursement for Pool Employees (5/2/20 – 5/29/20)	\$ <u>1,118.16</u>

TOTAL DUE \$2,980.07

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



Please Detach and Mail With Your Payment

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

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

Account #4493

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

Amount Due: \$2,980.07
Payment Due: UPON RECEIPT

Amount Paid: \$

Date of Invoice: June 16, 2020

City Account Code # (see Debi)

Submitted By: Heidi Whitlock, Executive Officer

Action Date: June 16, 2020

HLVRA AGENDA ITEM

SUBJECT: Consider **Resolution No. 20-39**, approving Amendment No. 3 of the Services Agreement with the City

PRESENTED BY: Heidi Whitlock, Executive Officer

SUMMARY: The Honey Lake Valley Recreation Authority has an agreement with the City to provide managerial, administrative and operational services. It was the intent to present the appendix of the agreement annually to update the wages for the employees. The last time the wages were updated was February 20, 2018 and, at this time, must be updated to reflect the wages of those who are performing work for the HLVRA.

In addition, staff would like to add additional positions to account for time spent on payroll, human resources and other additional staff time as needed to perform the duties required by the HLVRA. Staff, both current and newly added positions, will continue to track time and continue with the direct billing process while providing a description of duties performed.

FISCAL IMPACT: Increase reimbursed rates to City for employees as listed in the Amendment

ACTION REQUESTED: Motion to approve Resolution No. 20-39, approving Amendment No. 3 of the Services Agreement with the City

ATTACHMENTS: Resolution No. 20-39
Amendment No. 3
Current contract with Amendment No. 2

**AMENDMENT NO. 3 TO AGREEMENT WITH CITY OF SUSANVILLE FOR
ADMINISTRATIVE AND OPERATIONAL SERVICES
FOR THE HONEY LAKE VALLEY RECREATION AUTHORITY**

This Amendment No. 3 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 June, 2020.

RECITALS

WHEREAS, under the Agreement, the City provides the 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 has been changed to a full-time benefitted position; and

WHEREAS, the City will be performing check cutting duties along with existing human resources and payroll duties; and

WHEREAS, the Agreement states that the rates in Appendix "A" will be updated annually.

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. 3 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. 3 and the Contract, or any previous amendments, the terms of this Amendment No. 3 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:

Mendy Schuster, HLVRA President

Date: _____

Approved by City:

Mendy Schuster, Mayor

Date: _____

Approved as to Form:

HLVRA Legal Counsel

Date: _____

Approved as to Form:

Margaret Long, Susanville City Attorney

Date: _____

RESOLUTION NUMBER 20-39

A RESOLUTION OF THE HONEY LAKE VALLEY RECREATION AUTHORITY APPROVING AMENDMENT NO. 3 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 some positions and hourly rates have changed as reflected in Appendix A.

NOW, THEREFORE, BE IT RESOLVED, that Amendment No. 3 to the Agreement is approved and the President of the Honey Lake Valley Recreation Authority is hereby authorized to sign Amendment No. 3 to the Agreement on behalf of HLVRA.

Approved:

Mendy Schuster, President

Attest:

Ruth McElrath, Secretary for the HLVRA

The foregoing **Resolution Number 20-39** was approved and adopted at a special meeting of the Honey Lake Valley Recreation Authority held on the 17th day of June, 2020 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Ruth McElrath, Secretary for the HLVRA

**AMENDMENT NO. 2 TO AGREEMENT WITH CITY OF SUSANVILLE FOR
ADMINISTRATIVE AND OPERATIONAL SERVICES
FOR THE HONEY LAKE VALLEY RECREATION AUTHORITY**

This Amendment No. 2 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 21st day of February, 2018.

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 Program Instructor position was added, the Lifeguard and Swim Instructor positions were combined, and the Swim Instructor I and II and Lifeguard I and II positions were deleted; and

WHEREAS, the Assistant Pool Director/Manager hourly rate has been increased by the City as requested by the HLVRA as well as the Lifeguard/Swim Instructor hourly rate.

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. 2 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. 2 and the Contract, or any previous amendments, the terms of this Amendment No. 2 shall prevail.

[SIGNATURES ON FOLLOWING PAGE]

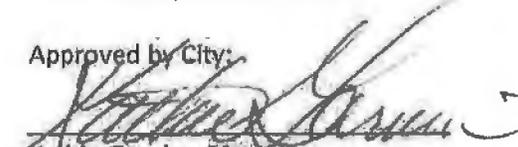
IN WITNESS WHEREOF the parties hereto have executed this Agreement as the date herein set forth.

Approved by HLVRA:


Brian Wilson, HLVRA President

Date: 3/12/18

Approved by City:


Kathie Garnier, Mayor

Date: 2/22/18

Approved as to Form:

Maggie Stern, HLVRA Legal Counsel

Date: _____

Approved as to Form:


Jessica Ryan, Susanville City Attorney

Date: 02/22/18

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

Approved by HLVRA:

Brian Wilson, HLVRA President

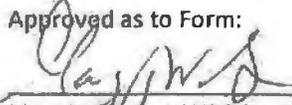
Date: _____

Approved by City:

Kathie Garnier, Mayor

Date: _____

Approved as to Form:



Maggie Stern, HLVRA Legal Counsel

Date: 2/25/18

Approved as to Form:

Jessica Ryan, Susanville City Attorney

Date: _____

Appendix AManagement & Administrative Positions

Actual Cost (weighted cost):

City Administrator	\$86.36 per hour
Assistant to the CA	\$59.58 per hour
Project Manager	\$47.74 per hour
City Engineer	\$74.31 per hour
City Planner	\$60.63 per hour
Parks Superintendent	\$42.27 per hour

Operational Positions

Actual Cost w/in Range Indicated: (weighted cost) Actual Wage w/in Range Indicated: (regular rate)

Pool Director/Manager	\$ 31.03-\$34.61/hour	\$22.44-\$25.39/hr (range 938)
Assistant Pool Manager	\$ 25.33-\$28.66/hour	\$20.84-\$23.58/hr (range 935)
Head Swim Instructor	\$ 18.83-\$21.31/hour	\$15.49-\$17.53/hr (range 923)
Head Program Instructor	\$ 18.38-\$20.79/hour	\$15.12-\$17.10/hr (range 922)
Head Lifeguard	\$ 18.38-\$20.79/hour	\$15.12-\$17.10/hr (range 922)
Life Guard/Swim Instructor	\$ 14.00-\$15.84/hour	\$11.52-\$13.03/hr (range 911)
Maintenance Worker Parks	\$ 13.66 per hour	

Overtime Rates (Daily/Weekly Overtime Premium)

Pool Director/Manager	\$ 34.39-\$38.91 per hour
Assistant Pool Manager	\$ 31.93-\$36.13 per hour
Head Swim Instructor	\$ 23.74-\$26.86 per hour
Head Program Instructor	\$ 23.17-\$26.30 per hour
Head Lifeguard	\$ 23.17-\$26.30 per hour
Lifeguard/Swim Instructor	\$ 17.22-\$19.97 per hour

RESOLUTION NUMBER 18-24

**A RESOLUTION OF THE HONEY LAKE VALLEY RECREATION AUTHORITY APPROVING
AMENDMENT NO. 2 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 some positions and hourly rates have changed as reflected in Appendix A.

NOW, THEREFORE, BE IT RESOLVED, that Amendment No. 2 to the Agreement is approved and the President of the Honey Lake Valley Recreation Authority is hereby authorized to sign Amendment No. 2 to the Agreement on behalf of HLVRA.

Approved:


Brian R. Wilson, President

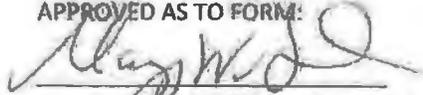
The foregoing Resolution Number 18-24 was approved and adopted at a special meeting of the Honey Lake Valley Recreation Authority held on the 20th day of February, 2018 by the following vote:

AYES: Hemphill, Garnier and Teeter
NOES: None
ABSENT: Wilson and Meserve
ABSTAIN: None

Attest:


Heidi Whitlock, Secretary for HLVRA

APPROVED AS TO FORM:


Maggie Stern, HLVRA Legal Counsel

Submitted By: Heidi Whitlock, Executive Officer

Action Date: June 16, 2020

HLVRA AGENDA ITEM

SUBJECT: Consider **Resolution No. 20-40**, approving the 2020/2021 Fiscal Year budget

PRESENTED BY: Heidi Whitlock, Executive Officer

SUMMARY: Staff requests discussion regarding the upcoming 2020/2021 operating budget for the Honey Lake Valley Community Pool. A resolution will be brought back for the formal adoption of the budget.

FISCAL IMPACT: None.

ACTION REQUESTED: Motion to approve Resolution No. 20-40, approving the 2020/2021 Fiscal Year Budget.

ATTACHMENTS: Resolution No. 20-40
Proposed 2020/2021 Budget for Fund 534, 535 & 536

RESOLUTION NUMBER 20-40
A RESOLUTION OF THE HONEY LAKE VALLEY RECREATION AUTHORITY
ADOPTING THE HONEY LAKE VALLEY RECREATION AUTHORITY
FISCAL YEAR 2020/2021 BUDGET

WHEREAS, the Board of the Honey Lake Valley Recreation Authority (HLVRA) has received and reviewed the proposed Fiscal Year 2020/2021 Budget as set forth in Exhibit A; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Honey Lake Valley Recreation Authority that the fiscal year 2020/2021 HLVRA Budget, as set forth in Exhibit A, is hereby adopted.

Approved: _____
Mendy Schuster, President

Attest: _____
Ruth McElrath, Secretary

The foregoing **Resolution Number 20-40** was approved and adopted at a regular meeting of the Honey Lake Valley Recreation Authority held on the 16th day of June, 2020, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Ruth McElrath, Secretary

Proposed 2020/2021 Budget (Fund 536)-Honey Lake Valley Community Pool

Acct # Revenues:

2003203	Daily Passes (Public Swim)		\$22,000.00
2003206	Lassen Aquatics (Swim Team)		\$4,500.00
2003214	Summer Passes		\$3,300.00
2007400	City/County- Annual Contribution		\$160,000.00
2010611	Swim Lessons		\$18,000.00
2010660	Programming Daily		\$2,000.00
2010661	Parties/Events Rentals		\$3,000.00
2010662	Concession Revenues		\$2,500.00
2010663	School Rentals		\$3,000.00
2010664	LHS Swim Team		\$0.00
2010665	Punch Cards		\$8,000.00
2010667	Programming Monthly		\$18,000.00
2010688	LCC Adaptive PE Class		
2011200	Miscellaneous (lock rentals etc)		\$100.00
2011300	Donations/Contributions		\$0.00
	Transfer from Fund Balance	not yet available	\$32,700.00
	Total Revenues		\$277,100.00

Expenses: (for fiscal year)

SERVICES			
3002300	Professional & Specialized Services (City staff time/Auditors/Attorney/CAPRI Dues)		\$30,000.00
3002400	Publications/Marketing/Legal Notices		\$700.00
3002801	County Wide Allocation		\$5,300.00
SUPPLIES			
3001150	Safety Equipment & supplies		\$1,000.00
3001400	Janitorial Supplies		\$2,000.00
3001705	Maintenance (Chemicals, etc...)		\$20,000.00
3002200	Office Supplies		\$2,500.00
3005500	Concession Items		\$1,800.00
3005501	Recreational Activity Supplies		\$500.00
UTILITIES			
3001200	Communications (Phone & Internet)		\$2,600.00
3002807	Surveillance		\$1,000.00
3003010	Electric		\$14,000.00
3003030	Sewer		\$1,400.00
3003040	Trash Service		\$1,600.00
3003050	Natural Gas		\$500.00
3003060	Geothermal		\$10,700.00
FIXED ASSETS			
Building and Improvement			
3002701	Non- Capitalized Equipment (under \$5,000)		\$3,000.00
3004900	Depreciation Costs		\$0.00
3006050	Landscaping and Improvements including:		\$0.00
3006100	Building and Equipment		\$1,500.00
STAFFING			
3002359	Staffing (Pool Employees)		\$158,000.00
3002901	Training - Certifications		\$2,000.00
ANNUAL LAND EXPENSES			
3001500	Insurance Costs		\$12,000.00
	Total Expenses (Line Items)		\$272,100.00
3010000	Provisions for Contingencies		\$0.00
	Transfer Out to Facility Improvement Fund		\$5,000.00
	Transfer Out to Facility Sustainability Fund		\$5,000.00
	Expense Total		\$277,100.00
	Revenue Over (Under) Expenses		\$0.00

2020/2021 Budget - HLVRA 534 Pool Facility Sustainability Fund Budget

*to fund significant maintenance and repair to the pool over the cost of \$5,000 dollars

<u>Acct #</u>	<u>Revenues:</u>		
	Transfer from 536 Budget		\$ 5,000.00
	Transfer from 534 Fund Balance		\$30,122.38
	Total Revenues		\$35,122.38

<u>Expenses: (for fiscal year)</u>			
	MAINTENANCE		
unknown	Maintenance		\$2,500.00
	CAPITAL EQUIPMENT		
unknown	Capital Equipment		\$2,500.00
	Expense Total		
	Revenue Over (Under) Expenses		\$0.00

2020/2021 Budget - HLVRA 535 Pool Facility Improvement

*new improvements or expansion of the pool site for costs over \$5,000 dollars.

Acct #	Revenues:		
	Transfer from 536 fund		\$ 5,000.00
	Transfer from 535 fund balance		\$0.00
	Total Revenues		\$ 5,000.00

<u>Expenses: (for fiscal year)</u>			
	SERVICES		
3002300	Professional & Specialized Services (City staff time/Attorney)		
	STAFFING		
3002359	Staffing (Pool Employees)		
	CAPITAL EQUIPMENT		
3006200	Capital Equipment		
	Expense Total		
	Revenue Over (Under) Expenses		\$0.00

Submitted By: Reesa Rice, Pool Director

Action Date: June 16, 2020

HLVRA AGENDA ITEM

SUBJECT: Discussion regarding Fee Schedule

PRESENTED BY: Reesa Rice, Pool Director

SUMMARY: Discussion to occur regarding the possibility of reduced daily fees and the omission of October from the shoulder season.

FISCAL IMPACT: To be provided at the meeting.

**ACTION
REQUESTED:** Direction to staff.

ATTACHMENTS: Proposed updated fee schedule

Proposed Fee Schedule

Daily Fees

Adult Public	\$5
Child Public	\$3
Senior Public	\$3
Daily Lap	\$3
Daily Aerobics	\$5

Monthly Fees

Lap Swim	\$30
Water Walking	\$30
Aqua Aerobics	\$30

10 punch cards - Pre-pay for 10 days and get 2 days for Free!

Evening Swim- A condensed version of Public Swim set aside for Families to enjoy the pool after they get off from work offered at just \$3/person.

Season Passes- Are a great deal for the extreme pool user- Are you planning on visiting the pool more than 25 times in one season? If yes than this is the pass for you!

Child \$75

Senior \$75

Adult \$125

Family \$325 (2 adults & 2 children) More children can be added at \$10/ child

Pool Rentals

Pool Rentals are offered on Saturday mornings and evenings. Rentals are offered for a 2-hour block of time. The first 1.5 hours is designated swim time and the last ½ hour is designated “deck” time with zero access to the pool. The order of the times shall not be reversed.

Submitted By: Heidi Whitlock, Executive Officer

Action Date: June 16, 2020

HLVRA AGENDA ITEM

SUBJECT: General update on Pool Operations

PRESENTED BY: Heidi Whitlock, Executive Officer and Reesa Rice, Pool Director

SUMMARY: Staff has been in contact with the Health Department regarding the opening of the Community Pool. As of June 10, 2020, staff was told that the Public Health Officer, Dr. Korver, was opposed at this point in time to open any pools. Staff is working with Ellen Cognina of Environmental Health and is hoping to acquire more information prior to the meeting.

Staff, in light of the delay in the season due to COVID, has been working on the installation of the diving board at the pool. At this time, ground has been broken and staff have been able to obtain volunteers to also assist in the installation.

FISCAL IMPACT: None.

**ACTION
REQUESTED:** Information Only.

ATTACHMENTS: None.