CITY OF SUSANVILLE
66 N. Lassen Street • Susanville CA

Jeff Hemphill • Chris Gallagher • Mendy Schuster • Brian Moore • Noelle Haller-Riggs

Honey Lake Valley Recreation Authority
HLVRA Regular Meeting • City Council Chambers
Tuesday, February 15, 2022 - 3:00 PM

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 Governing Board 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:**

   2.A Consider approval of minutes from the January 18, 2022 HLVRA Meeting

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

4. **CLOSED SESSION:**

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:**

   7.A Consider Pool Financial Reports through February 11th, 2022

   7.B Consider City Reimbursement request for the period of January 8, 2022 through February 4, 2022

   7.C Review of HLVRA accounts 534 Pool Sustainability, 535 Facility Improvement and 536 Operations Fund

   7.D Consider Resolution No 22-48 amending the Honey Lake Valley Recreation Authority Fiscal Year 2021/2022 Budget

   7.E Consider proposed Pool Schedules for the upcoming 2022 Season

7.F Consider dissolution of the 2022 Pool Schedule Ad Hoc Committee

7.G Consider Resolution No. 22-47 updating designated authorized signers for fiscal year 2021/2022

8. BOARD MEMBER ISSUES/REPORTS:

9. ADJOURNMENT

The next regular meeting to be held on March 15, 2022.

I, Jolene Arredondo, certify that I caused to be posted notice of the regular meeting scheduled for February 15, 2022 in the areas designated on February 11, 2022.

AGENDA ITEM NO. 2.A
Action Item

HONEY LAKE VALLEY RECREATION AUTHORITY AGENDA ITEM

Submitted By:	Jolene Arredondo, Administrative Services
Action Date:	February 15, 2022
SUBJECT:	Consider approval of minutes from the January 18, 2022 HLVRA Meeting
PRESENTED BY:	Bob Godman, Executive Officer
SUMMARY:	Attached for the HLVRA Board's review are the minutes from the January 18, 2022 meeting.
FISCAL IMPACT:	None.
ACTION REQUESTED:	Motion to approve minutes from the January 18, 2022 HLVRA meeting

ATTACHMENTS:
20220118_HLVRA Minutes.pdf

HONEY LAKE VALLEY RECREATION AUTHORITY HLVRA
Regular Meeting Minutes
TUESDAY, JANUARY 18, 2022 – 3:00 PM

Roll Call of Councilmembers Present: Noelle Haller-Riggs, Mendy Schuster, Chris Gallagher
Absent: Jeff Hemphill, Brian Moore

Call meeting to Order 3:00 P.M.

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

Moved by Chris Gallagher; seconded by Noelle Haller-Riggs to Approve the Agenda.
Motion Carried: 3 - 0
Voting For: Noelle Haller-Riggs, Mendy Schuster, Chris Gallagher
Voting Against: None

2. **APPROVAL OF MINUTES:**
2.A Consider approval of November 16, 2021 meeting minutes
Motion to approve and waive oral reading of November 16, 2021 meeting minutes
211116 HLVRA Minutes Draft.pdf

Moved by Noelle Haller-Riggs; seconded by Chris Gallagher to Approve the minutes from the November 16, 2021 meeting.
Motion Carried: 3- 0
Voting For: Noelle Haller-Riggs, Mendy Schuster, Chris Gallagher
Voting Against: None

3. PUBLIC COMMENT ON CLOSED SESSION ITEMS (if any): Any person may address the Board at this time upon any discussion during Closed Session.
None.

4. CLOSED SESSION:
None.

5. CORRESPONDENCE:
None.

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.

Lily (member of the public) noted that the swim team board approved being the host of a polar plunge if the Community Pool was interested in hosting such an event.

7. MATTERS FOR BOARD CONSIDERATION:

7.A Appoint President and Vice President for 2022 calendar year

Motion to appoint President and Vice President for 2022 calendar year

A nomination for Mendy Schuster to continue appointment as President was made by board member Chris Gallagher, seconded by board member Noelle Riggs. President Schuster accepted nomination.

A nomination for Jeff Hemphill to continue appointment as Vice President was made by Chris Gallagher, seconded by board member Noelle Riggs.

Moved by Chris Gallagher; seconded by Noelle Haller-Riggs to Appoint Mendy Schuster to HLVRA President and Jeff Hemphill to HLVRA Vice President for 2022 calendar year.
Motion Carried: 3- 0
Voting For: Noelle Haller-Riggs, Mendy Schuster, Chris Gallagher
Voting Against: None

7.B Pool Financial Reports through January 13, 2022 Receive and File

Mr. Newton presented the financial reports through January 13, 2022. Mr. Newton noted that the Pool Director has obtained an office at City Hall, and was working to update the financial reports to be presented in pivot table format which would provide budget projections for the boards review at future meetings.

Boardmember Gallagher asked about the HLVRA Sustainability Fund. Mr. Newton noted that the HLVRA has 3 funds, the Sustainability Fund (534) is a fund that is set aside for maintaining existing facility and facility maintenance. An annual $10,000 transfer to the cash balance of this fund is the goal of the HLVRA and a budget is not loaded for this fund until a project is identified. The second HLVRA fund is the Pool Improvement Fund (535), this fund is used for adding new amenities to the facility. The Operations Fund (536) is the daily operations for the pool which has an annual budget loaded for operations use. Discussion occurred about fund balances within the County financials.

Boardmember Riggs asked if the pool needed to be drained would that be an eligible project for the Sustainability Fund. Mr. Newton noted that project could from either fund, and staff could bring back to a future agenda what fund would be appropriate for that project expense. Mr. Newton noted that resolutions were passed at the creation of these separate funds that outlined intended use of monies and that information would be included in the staff report.
Revenue Status All Funds 1-13-22.pdf
Budget Status All Funds 1-13-22.pdf
General Ledger Summary All Funds 1-13-22.pdf
Revenue Account Detail All Funds 1-13-22.pdf
Expenditure Account Detail All Funds 1-13-22.pdf
220118 Budget Expense Detail.pdf

Moved by Noelle Haller-Riggs; seconded by Chris Gallagher to receive and file financial reports.
Motion Carried: 3- 0
Voting For: Noelle Haller-Riggs, Mendy Schuster, Chris Gallagher
Voting Against: None

7.C Project Updates.
Information Only

Mr. Newton provided a brief update that staff has started the expansion of turf area at pool and irrigation lines have been put in, but due to winter weather that project was paused. Materials for project have been purchased and project will resume once weather permits. Mr. Newton provided an update on the shower project noting that the project was still pending a contractor to complete the project, but a bid was not needed for the project due to estimated cost. Discussion occurred about the shower project materials and project objectives.

7.D Pool Schedules
Information Only

Mr. Newton provided an update about the 2022 Pool Schedule and the budgetary capacity of adding shoulder seasons. The Pool Schedule is anticipated to be presented for Board consideration at the February meeting. Mr. Newton provided a summary of the Pool Schedule Ad Hoc Committee meetings, findings and collaborative efforts of the ad hoc committee. Mr. Newton presented the draft 2022 schedule for board review and discussion that was included in the agenda packet.

Boardmember Gallagher asked if statistics had been kept of attendance of programs to help determine the schedule. Mr. Gallagher expressed concern for eliminating programs and the potential loss of revenue.

Discussion occurred about the consideration from the ad hoc in consideration of patrons of the programs, public swim hours availability, increase of swim team participants, budget constraints and staffing of the draft schedule.

Spring schedule 2022.pdf
Summer Schedule 2022.pdf
Fall Schedule 20222.pdf

7.E Consider City Reimbursement Request for the period of October 30, 2021 through January 7, 2022
Motion to approve City Reimbursement Request for the Period of October 30, 2021 through January 7, 2022

Mr. Newton presented the City reimbursement request for the period of October 30, 2021 through January 7, 2022.
211030.220107_City Reimbursement.pdf

Moved by Noelle Haller-Riggs; seconded by Chris Gallagher to Approve City Reimbursement request.
Motion Carried: 3- 0
Voting For: Noelle Haller-Riggs, Mendy Schuster, Chris Gallagher
Voting Against: None

7.F Consider appointment of Executive Officer to the Honey Lake Valley Recreation Authority
Motion to approve appointment of Executive Officer to the Honey Lake Valley Recreation Authority

Mr. Newton recommended Bob Godman, City of Susanville Public Works Director to be appointed as the Executive Officer to the HLVRA. Mr. Newton noted that the City of Susanville adopted a reorganization plan and within that plan, the HLVRA Executive Officer role was included in the Public Works Director position.

Moved by Chris Gallagher; seconded by Noelle Haller-Riggs to Appoint Bob Godman as Executive Officer.
Motion Carried: 3- 0
Voting For: Noelle Haller-Riggs, Mendy Schuster, Chris Gallagher
Voting Against: None

8. BOARD MEMBER ISSUES/REPORTS: None.

9. ADJOURNMENT

Moved by Chris Gallagher; seconded by Noelle Haller-Riggs to Adjourn the meeting at 3:58 P.M..
Motion Carried: 3 - 0
Voting For: Noelle Haller-Riggs, Mendy Schuster, Chris Gallagher
Voting Against: None

Approved By:

_____

Mendy Schuster, HLVRA President

Submitted By:

Approved On:

_____

Jolene Arredondo, HLVRA Secretary

AGENDA ITEM NO. 7.A
Action Item

HONEY LAKE VALLEY RECREATION AUTHORITY AGENDA ITEM

Submitted By: Reesa Rice, Public Works

Action Date: February 15, 2022

SUBJECT: Consider Pool Financial Reports through February 11th, 2022

PRESENTED BY: Bob Godman, Executive Officer

SUMMARY: The financial reports for revenue and expenses through February 11th, 2022 have been provided for the Board to review and to receive and file.

FISCAL IMPACT: None

ACTION REQUESTED: Motion to receive and file

ATTACHMENTS:
Budget Status 2-7-22.pdf
Expenditure Account Detail 2-7-22.pdf
General Ledger Summary 2-7-22.pdf
Revenue Account Detail 2-7-22.pdf
Revenue Status 2-7-22.pdf
HLVRA_Detail Budget.pdf

Fiscal Year 2022 As of 2/7/2022

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 60 %

Account	Account Name	Adopted Appropriation	Adjusted Appropriation	Expenditures	Outstanding Encumbrance	Unencumbered Balance	Percent Approp Used
3020	**SERVICES AND SUPPLIES**						
3001150	SAFETY EQUIPMENT AND CLOTHING	$1,000.00	$1,000.00	$67.40	$0.00	$932.60	7%
3001200	COMMUNICATIONS	$2,700.00	$2,700.00	$1,567.79	$0.00	$1,132.21	58%
3001400	HOUSEHOLD EXPENSES	$2,000.00	$2,000.00	$370.93	$0.00	$1,629.07	19%
3001500	INSURANCE	$13,600.00	$13,600.00	$16,653.00	$0.00	($3,053.00)	122%
3001705	MAINTENANCE - POOL	$26,000.00	$26,000.00	$17,757.29	$0.00	$8,242.71	68%
3001800	MAINT-BUILDINGS & IMPROVEMENTS	$0.00	$0.00	$533.24	$0.00	($533.24)	0%
3002200	OFFICE EXPENSE	$2,000.00	$2,000.00	$372.29	$0.00	$1,627.71	19%
3002251	CASH SHORT/OVER	$0.00	$0.00	$0.10	$0.00	($0.10)	0%
3002300	PROFESSIONAL & SPECIALIZED SV	$27,400.00	$27,400.00	$15,174.53	$0.00	$12,225.47	55%
3002359	CONTRACT FOR STAFF SERVICES	$182,900.00	$182,900.00	$103,994.07	$0.00	$78,905.93	57%
3002400	PUBLICATIONS AND LEGAL NOTICES	$1,000.00	$1,000.00	$112.25	$0.00	$887.75	11%
3002701	NON-CAPITALIZED EQUIPMENT	$5,000.00	$5,000.00	$0.00	$0.00	$5,000.00	0%
3002800	SPECIAL DEPARTMENTAL EXPENSE	$0.00	$0.00	$6,185.00	$0.00	($6,185.00)	0%
3002801	COUNTY WIDE COST ALLOCATION PL	$5,230.00	$5,230.00	$1,504.40	$0.00	$3,725.60	29%
3002807	ELECTRONIC SURVEILANCE	$1,000.00	$1,000.00	$515.00	$0.00	$485.00	52%
3002901	CONFERENCES AND TRAINING	$2,000.00	$2,000.00	$258.00	$0.00	$1,742.00	13%
3003010	UTILITIES-LIGHTS	$15,500.00	$15,500.00	$9,414.49	$0.00	$6,085.51	61%
3003030	UTILITIES-SEWER	$800.00	$800.00	$624.00	$0.00	$176.00	78%
3003040	UTILITIES-GARBAGE	$1,200.00	$1,200.00	$793.89	$0.00	$406.11	66%
3003050	UTILITIES-NATURAL GAS	$500.00	$500.00	$1,292.37	$0.00	($792.37)	258%
3003060	GEOTHERMAL	$11,000.00	$11,000.00	$5,551.23	$0.00	$5,448.77	50%
	Major Object Total	**$300,830.00**	**$300,830.00**	**$182,741.27**	**$0.00**	**$118,088.73**	**61 %**

Fiscal Year 2022 As of 2/7/2022

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 60 %

Account	Account Name	Adopted Appropriation	Adjusted Appropriation	Expenditures	Outstanding Encumbrance	Unencumbered Balance	Percent Approp Used
3030	**OTHER CHARGES**						
3005500	STORE/CONSESSION PURCHASES	$1,600.00	$1,600.00	$1,499.33	$0.00	$100.67	94%
3005501	RECREATION ACTIVITY SUPPLIES	$500.00	$500.00	$151.22	$0.00	$348.78	30%
	Major Object Total	**$2,100.00**	**$2,100.00**	**$1,650.55**	**$0.00**	**$449.45**	**79 %**
3040	**FIXED ASSETS**						
3006100	BUILDING & IMPROVEMENTS	$42,500.00	$42,500.00	$339.00	$0.00	$42,161.00	1%
3006200	EQUIPMENT	$0.00	$0.00	$11,732.03	$0.00	($11,732.03)	0%
	Major Object Total	**$42,500.00**	**$42,500.00**	**$12,071.03**	**$0.00**	**$30,428.97**	**28 %**
3060	**OPERATING TRANSFERS OUT**						
3007000	OPERATING TRANSFERS-OUT	$25,000.00	$25,000.00	$0.00	$0.00	$25,000.00	0%
	Major Object Total	**$25,000.00**	**$25,000.00**	**$0.00**	**$0.00**	**$25,000.00**	**0 %**
	Cost Center Total	**$370,430.00**	**$370,430.00**	**$196,462.85**	**$0.00**	**$173,967.15**	**53 %**
	Budget Unit Total	**$370,430.00**	**$370,430.00**	**$196,462.85**	**$0.00**	**$173,967.15**	**53 %**
	Fund Total	**$370,430.00**	**$370,430.00**	**$196,462.85**	**$0.00**	**$173,967.15**	**53 %**

Date	FD	BU	CC	ACCT	PROG	Agreement	Vendor	Vendor Name	Description	WT #	DOC #	Amount
07/29/21	536	0950		3001150			4104	OFFICE DEPOT	178422771001 7/2/21 10.76	01165967	CL803614	$10.76
07/29/21	536	0950		3001150			4104	OFFICE DEPOT	178429816001 7/3/21 26.67	01165967	CL803614	$26.67
08/31/21	536	0950		3001150			0	UNASSIGNED VENDOR	STOP PAYMENT CK#1163973	00000001	JE000357	($975.00)
09/27/21	536	0950		3001150			0	UNASSIGNED VENDOR	8/12 LIFEGUARD STORE	00000001	CM000295	$975.00
10/22/21	536	0950		3001150			0	UNASSIGNED VENDOR	US BANK HLVRA	00000001	CM000404	$29.97
07/22/21	536	0950		3001200			6670	FRONTIER/CITIZENS COM	5302510235 7/1-7/31/21 HVLRA	01165773	CL803419	$219.90
08/26/21	536	0950		3001200			6670	FRONTIER/CITIZENS COM	5302510235 HLVRA 8/1-8/31/21	01166667	CL804444	$228.95
09/16/21	536	0950		3001200			6670	FRONTIER/CITIZENS COM	53025102351219168 9/1-9/30/21	01167207	CL804993	$228.95
10/21/21	536	0950		3001200			6670	FRONTIER/CITIZENS COM	5302510235 10/1-30/21 HLVRA	01168168	CL806062	$218.48
11/10/21	536	0950		3001200			6670	FRONTIER/CITIZENS COM	530-251-0235 11/01/21 HLVRA	01168706	CL806812	$227.53
12/30/21	536	0950		3001200			6670	FRONTIER/CITIZENS COM	53025102351219168 12/1-12/31	01170294	CL808437	$218.48
01/21/22	536	0950		3001200			6670	FRONTIER/CITIZENS COM	5302510235 1/1-1/31/22 HLVRA	01170867	CL809089	$225.50
07/29/21	536	0950		3001400			4104	OFFICE DEPOT	178422771001 7/2/21 214.66	01165967	CL803614	$214.66
07/29/21	536	0950		3001400			4104	OFFICE DEPOT	178906265001 7/7/21 76.34	01165967	CL803614	$76.34
07/29/21	536	0950		3001400			4104	OFFICE DEPOT	18281313301 7/8/21 64.12	01165967	CL803614	$64.12
07/29/21	536	0950		3001400			9407	US BANK	7/7/21 WALMART	01165969	CL803622	$15.81
08/12/21	536	0950		3001500			14113	CA ASSOC FOR PARKS & R	5247 CO210157 50% LIAB COVER.	01166207	CL804078	$8,326.50
12/16/21	536	0950		3001500			14113	CA ASSOC FOR PARKS & R	2ND HALF PREMIUM CO210157	01169741	CL807997	$8,326.50
07/22/21	536	0950		3001705			14445	SCP DISTRIBUTORS, LLC	SM056291 6/22/21 HLVRA 2073.86	01165774	CL803420	$2,073.86
07/22/21	536	0950		3001705			15609	LIFESTYLE SUSANVILLE, L	489586 6/4/21 290334 27.77	01165776	CL803422	$27.77
07/22/21	536	0950		3001705			15609	LIFESTYLE SUSANVILLE, L	490783 6/28/21 213.95	01165776	CL803422	$213.95
07/22/21	536	0950		3001705			15609	LIFESTYLE SUSANVILLE, L	490853 6/29/21 150.11	01165776	CL803422	$150.11
07/22/21	536	0950		3001705			15609	LIFESTYLE SUSANVILLE, L	490905 6/30/21 225.16	01165776	CL803422	$225.16
07/29/21	536	0950		3001705			14445	SCP DISTRIBUTORS, LLC	29767954 7/8/21 328.84	01165966	CL803612	$328.84
07/29/21	536	0950		3001705			14445	SCP DISTRIBUTORS, LLC	SM056786 6/30/21 1870.87	01165966	CL803612	$1,870.87
07/29/21	536	0950		3001705			14445	SCP DISTRIBUTORS, LLC	SM056852 6/30/21 509.44	01165966	CL803612	$509.44
07/29/21	536	0950		3001705			15559	AIRGAS, INC	9115027710 7/2/21 HLVRA	01165960	CL803604	$334.36
07/29/21	536	0950		3001705			15559	AIRGAS, INC	9981132448 6/30/21 HLVRA	01165960	CL803604	$106.23
07/29/21	536	0950		3001705			9407	US BANK	6/28/21 WALMART	01165969	CL803622	$80.22
07/29/21	536	0950		3001705			9407	US BANK	6/29/21 TRACTOR SUPPLY	01165969	CL803622	$40.67
07/29/21	536	0950		3001705			9407	US BANK	6/29/21 WALMART	01165969	CL803622	$80.22
08/12/21	536	0950		3001705			14445	SCP DISTRIBUTORS, LLC	SM058063 7/13/21 HLVRA	01166331	CL804025	$2,039.00
08/12/21	536	0950		3001705			14445	SCP DISTRIBUTORS, LLC	SM058431 7/16/21 HLVRA	01166331	CL804025	$2,039.00
08/12/21	536	0950		3001705			15559	AIRGAS, INC	9115417633 7/15/21	01166319	CL804004	$297.59
08/19/21	536	0950		3001705			15559	AIRGAS, INC	9115915617 7/29/21	01166496	CL804276	$175.72
08/26/21	536	0950		3001705			15559	AIRGAS, INC	9116242513 8/6/21	01166659	CL804419	$148.72
08/26/21	536	0950		3001705			15559	AIRGAS, INC	9981860356 7/31/21	01166659	CL804442	$106.23
08/26/21	536	0950		3001705			15609	LIFESTYLE SUSANVILLE, L	492150 7/25/21	01166677	CL804445	$185.13
09/02/21	536	0950		3001705			14445	SCP DISTRIBUTORS, LLC	NU201649 8/10/21	01166806	CL804592	$439.15
09/02/21	536	0950		3001705			14445	SCP DISTRIBUTORS, LLC	SN068243 8/10/21	01166806	CL804592	$723.12

Date	FD	BU	CC	ACCT	PROG	Agreement	Vendor	Vendor Name	Description	WT #	DOC #	Amount
09/09/21	536	0950		3001705			14445	SCP DISTRIBUTORS, LLC	SM061180 8/23/21 308.19	01166996	CL804820	$308.19
09/09/21	536	0950		3001705			15559	AIRGAS, INC	9116912745 8/26/21 319.35	01166995	CL804817	$319.35
09/13/21	536	0950		3001705			0	UNASSIGNED VENDOR	USBANK CALCARD 9/6/21	00000001	CM000255	$24.10
09/13/21	536	0950		3001705			0	UNASSIGNED VENDOR	USBANK CALCARD 9/6/21	00000001	CM000255	$64.09
09/16/21	536	0950		3001705			15559	AIRGAS, INC	9982611261 8/31/21 106.23	01167205	CL804991	$106.23
10/07/21	536	0950		3001705			14445	SCP DISTRIBUTORS, LLC	D8750913 9/13/21 222.91	01167694	CL805603	$222.91
10/07/21	536	0950		3001705			14445	SCP DISTRIBUTORS, LLC	SM062505 9/13/21 1890.67	01167694	CL805603	$1,890.67
10/07/21	536	0950		3001705			15559	AIRGAS, INC	9117432333 9/10/21 314.39	01167691	CL805600	$314.39
10/07/21	536	0950		3001705			15559	AIRGAS, INC	9117949093 9/24/21 359.42	01167691	CL805652	$359.42
10/21/21	536	0950		3001705			15559	AIRGAS, INC	9983336480 9/30/21 106.23	01168163	CL806063	$106.23
10/22/21	536	0950		3001705			0	UNASSIGNED VENDOR	US BANK HLVRA	00000001	CM000404	$169.00
11/10/21	536	0950		3001705			15559	AIRGAS, INC	9118731748 10/18/21	01168633	CL806681	$348.26
11/10/21	536	0950		3001705			15559	AIRGAS, INC	INV#9984070150 10/31/21 TANK	01168705	CL806810	$108.73
11/10/21	536	0950		3001705			15609	LIFESTYLE SUSANVILLE, L	ACCT#290334 10/31/21 POOL	01168708	CL806809	$12.54
12/16/21	536	0950		3001705			15559	AIRGAS, INC	9120061932 11/22/21 HLVRA	01169900	CL807921	$362.86
12/16/21	536	0950		3001705			15609	LIFESTYLE SUSANVILLE, L	497506 11/24/21	01169904	CL807920	$23.14
12/30/21	536	0950		3001705			0	UNASSIGNED VENDOR	CALCARD STATMENT DEC'21	00000001	CM000668	$68.61
12/30/21	536	0950		3001705			0	UNASSIGNED VENDOR	CALCARD STATMENT DEC'21	00000001	CM000668	$72.77
12/30/21	536	0950		3001705			15559	AIRGAS, INC	9120668704 12/14/21 325.94	01170292	CL808435	$325.94
12/30/21	536	0950		3001705			15559	AIRGAS, INC	9984804290 11/30/21 108.73	01170292	CL808435	$108.73
01/21/22	536	0950		3001705			15559	AIRGAS, INC	9985516915 12/31/21 108.73	01170866	CL809099	$108.73
01/21/22	536	0950		3001705			15609	LIFESTYLE SUSANVILLE, L	498769 12/29/21 137.04	01170868	CL809087	$137.04
07/29/21	536	0950		3001800			14445	SCP DISTRIBUTORS, LLC	D8739853 7/8/21 533.24	01165966	CL803612	$533.24
07/29/21	536	0950		3002200			4104	OFFICE DEPOT	178422771001 7/2/21 69.61	01165967	CL803614	$69.61
07/29/21	536	0950		3002200			9407	US BANK	6/30/21 WALMART	01165969	CL803622	$17.16
08/31/21	536	0950		3002200			0	UNASSIGNED VENDOR	STOP PYMNT FEE-CK#1163973	00000001	JE000358	$10.00
09/13/21	536	0950		3002200			0	UNASSIGNED VENDOR	USBANK CALCARD 9/6/21	00000001	CM000255	$99.99
02/04/22	536	0950		3002200			0	UNASSIGNED VENDOR	HONEY LAKE VALLEY REC AUTH	00000001	CM000794	$175.53
10/12/21	536	0950		3002251			0	UNASSIGNED VENDOR	HLRVA DEPOSIT 10-12-21	00000002	DP146963	$0.10
07/29/21	536	0950		3002300			186	CITY OF SUSANVILLE	4493 7/13/21 CITY STAFF TIME	01165968	CL803621	$3,073.93
07/29/21	536	0950		3002300			186	CITY OF SUSANVILLE	519307 6/30/21 FINGERPRINT	01165968	CL803619	$32.00
07/29/21	536	0950		3002300			99998	CARPD	1538 7/6/21 HLVRA MBRSHP DUES	01165963	CL803609	$400.00
09/02/21	536	0950		3002300			186	CITY OF SUSANVILLE	4493 8/23/21 CITY STAFF TIME	01166816	CL804604	$433.83
09/02/21	536	0950		3002300			186	CITY OF SUSANVILLE	4493 8/23/21 CITY STAFF TIME	01166816	CL804604	$2,676.69
09/02/21	536	0950		3002300			186	CITY OF SUSANVILLE	525185 8/12/21 FINGERPRNT-POOL	01166817	CL804605	$32.00
09/09/21	536	0950		3002300			186	CITY OF SUSANVILLE	WN409665 7/29/21	01167000	CL804822	$113.08
10/07/21	536	0950		3002300			186	CITY OF SUSANVILLE	4493 9/21/21 CITY STAFF TIME	01167698	CL805605	$1,560.35
11/10/21	536	0950		3002300			186	CITY OF SUSANVILLE	21/22 CITY STAFF 9/4-10/1/21	01168636	CL806824	$1,410.44
12/02/21	536	0950		3002300			186	CITY OF SUSANVILLE	4493 11/16/21 CITY STAFF TIME	01169312	CL807411	$1,923.70
01/28/22	536	0950		3002300			186	CITY OF SUSANVILLE	4493 1/18/22 CITY STAFF	01170982	CL809298	$3,518.51

Date	FD	BU	CC	ACCT	PROG	Agreement	Vendor	Vendor Name	Description	WT #	DOC #	Amount
07/29/21	536	0950		3002359			186	CITY OF SUSANVILLE	4493 7/13/21 HLVRA POOLSTAFFG	01165968	CL803621	$21,339.32
09/02/21	536	0950		3002359			186	CITY OF SUSANVILLE	4493 8/23/21 HLVRA POOL STAFFG	01166816	CL804604	$5,096.45
09/02/21	536	0950		3002359			186	CITY OF SUSANVILLE	4493 8/23/21 HLVRA POOL STAFFG	01166816	CL804604	$28,680.14
10/07/21	536	0950		3002359			186	CITY OF SUSANVILLE	4493 9/21/21 HLVRA POOL STAFFG	01167698	CL805605	$17,137.99
11/10/21	536	0950		3002359			186	CITY OF SUSANVILLE	21/22 POOL STAFF 9/4-10/1/21	01168636	CL806824	$10,466.37
12/02/21	536	0950		3002359			186	CITY OF SUSANVILLE	4493 11/16/21 HLVRA POOL STAFF	01169312	CL807411	$6,165.80
01/28/22	536	0950		3002359			186	CITY OF SUSANVILLE	4493 1/18/22 POOL STAFF	01170982	CL809298	$15,108.00
07/29/21	536	0950		3002400			9407	US BANK	2993 6/22/21 FOREST OFFICE	01165969	CL803622	$112.25
07/29/21	536	0950		3002800			99998	KARLA ANDERSON	1904446826 6/12/21 REFUND	01165962	CL803608	$200.00
07/29/21	536	0950		3002800			99998	TAMI EBERT	1879161645 4/26/21 REFUND	01165964	CL803610	$120.00
07/29/21	536	0950		3002800			99998	WESLEY HICKS	1879258216 4/26/21 REFUND	01165965	CL803611	$120.00
08/12/21	536	0950		3002800			99998	ADRIANA NEWTON	REFUND 6/12/21 SWIM RENTAL	01166333	CL804027	$200.00
08/12/21	536	0950		3002800			99998	ALBERT COWN	REFUND 6/26/21 SWIM LESSON	01166324	CL804018	$60.00
08/12/21	536	0950		3002800			99998	ANDREA DRAKE	REFUND 4/26/21 SWIM LESSON	01166325	CL804019	$240.00
08/12/21	536	0950		3002800			99998	ERECKA RIDGWAY	REFUND 7/1/21 SWIM LESSON	01166334	CL804028	$120.00
08/12/21	536	0950		3002800			99998	JAZEL ARMILLA	REFUND 7/12/21 SWIM LESSON	01166321	CL804011	$60.00
08/12/21	536	0950		3002800			99998	JENNIFER HEAD	REFUND 4/26/21 SWIM LESSON	01166329	CL804023	$60.00
08/12/21	536	0950		3002800			99998	JESSICA CHAMBERLAIN	REFUND 5/8/21 SWIM LESSON	01166322	CL804012	$90.00
08/12/21	536	0950		3002800			99998	KYLE HANNA	REFUND 4/26/21 SWIM LESSON	01166328	CL804022	$60.00
08/12/21	536	0950		3002800			99998	LINDSEY CHAMPIEUX	REFUND 4/26/21 SWIM LESSON	01166323	CL804016	$180.00
08/12/21	536	0950		3002800			99998	SUMMER GORLEY	REFUND 6/4/21 SWIM LESSON	01166327	CL804021	$60.00
08/12/21	536	0950		3002800			99998	VILENE FULTON	REFUND 4/26/21 SWIM LESSON	01166326	CL804020	$90.00
08/12/21	536	0950		3002800			99998	WESLEY HICKS	REFUND 4/26/21 SWIM LESSONS	01166330	CL804024	$300.00
08/26/21	536	0950		3002800			99998	AMANDA RODRIGUEZ	REFUND 5/26/21 CANCELED-SMOKE	01166674	CL804433	$150.00
08/26/21	536	0950		3002800			99998	AMBER MCGUIRE	REFUND 5/4/21 SWIM LESSON	01166671	CL804441	$225.00
08/26/21	536	0950		3002800			99998	ANGELA BARRIER	REFUND 4/26/21 SWIM LESSON	01166663	CL804440	$60.00
08/26/21	536	0950		3002800			99998	ASHLEY CRADDOCK	REFUND 4/26/21 SWIM LESSON	01166665	CL804436	$30.00
08/26/21	536	0950		3002800			99998	BRE GROGAN	REFUND 4/30/21 SWIM LESSON	01166668	CL804425	$30.00
08/26/21	536	0950		3002800			99998	CARRIE SMEDLEY	REFUND 4/26/21 SWIM LESSON	01166676	CL804421	$120.00
08/26/21	536	0950		3002800			99998	FRANK AVILLA	REFUND 6/25/21 SWIM LESSON	01166662	CL804438	$120.00
08/26/21	536	0950		3002800			99998	GENEVIEVE ANTOGNAZZI	REFUND 4/26/21 SWIM LESSON	01166661	CL804430	$30.00
08/26/21	536	0950		3002800			99998	JOLEE RENOLLET	REFUND 5/4/21 SWIM LESSON	01166673	CL804437	$60.00
08/26/21	536	0950		3002800			99998	KATIE TRANSUE	REFUND 6/1/21 SWIM LESSONS	01166678	CL804420	$60.00
08/26/21	536	0950		3002800			99998	LANA HASTEY	REFUND 5/26/21 SWIM LESSON	01166669	CL804435	$60.00
08/26/21	536	0950		3002800			99998	LORI ROOT	REFUND 5/17/21 SWIM LESSON	01166675	CL804431	$60.00
08/26/21	536	0950		3002800			99998	MARIA ESPINOZA	REFUND 4/26/21 SWIM LESSON	01166666	CL804423	$60.00
08/26/21	536	0950		3002800			99998	NANCY NOAH	REFUND 4/27/21 SWIM LESSON	01166672	CL804434	$60.00
08/26/21	536	0950		3002800			99998	SAMANTHA HUNTER	REFUND 4/26/21 SWIM LESSON	01166670	CL804439	$90.00
08/26/21	536	0950		3002800			99998	SERENA CHILDERS	REFUND 6/16/21 SWIM LESSON	01166664	CL804422	$60.00
08/31/21	536	0950		3002800			0	UNASSIGNED VENDOR	CANCEL CK#1166334	00000001	JE000366	($120.00)

Date	FD	BU	CC	ACCT	PROG	Agreement	Vendor	Vendor Name	Description	WT #	DOC #	Amount
09/02/21	536	0950		3002800			99998	AMY TORRES	REFUND 4/26/21 SWIM LESSON	01166818	CL804606	$120.00
09/02/21	536	0950		3002800			99998	ANDREA PRETTYMAN	REFUND 4/26/21 SWIM LESSON	01166811	CL804597	$60.00
09/02/21	536	0950		3002800			99998	ANGELA CISNEROS	REFUND 5/5/21 SWIM LESSON	01166793	CL804580	$60.00
09/02/21	536	0950		3002800			99998	DELILAH RIDGWAY	REFUND 7/1/21 SWIM LESSON	01166812	CL804598	$100.00
09/02/21	536	0950		3002800			99998	FRANCES JACOME	REFUND 5/26/21 SWIM LESSON	01166803	CL804588	$30.00
09/02/21	536	0950		3002800			99998	HOLLY MACKENZIE	REFUND 4/30/21 SWIM LESSON	01166807	CL804593	$60.00
09/02/21	536	0950		3002800			99998	JACKIE ARMSTRONG	REFUND 5/4/21 SWIMMING LESSON	01166791	CL804578	$60.00
09/02/21	536	0950		3002800			99998	JEFF OWENS	REFUND 4/26/21 SWIM LESSON	01166810	CL804596	$60.00
09/02/21	536	0950		3002800			99998	JENNIFER BROWN	REFUND 4/26/21 SWIMMING LESSON	01166792	CL804579	$120.00
09/02/21	536	0950		3002800			99998	JOHAN KAMPFRAAT	REFUND 4/26/21 SWIM LESSON	01166805	CL804591	$120.00
09/02/21	536	0950		3002800			99998	KATHERINE GUESS	REFUND 5/10/21 SWIM LESSON	01166797	CL804583	$60.00
09/02/21	536	0950		3002800			99998	KELLY ACKLEY	REFUND 4/26/21 SWIMMING LESSON	01166790	CL804577	$60.00
09/02/21	536	0950		3002800			99998	KIM NEUMAN	REFUND 5/11/21 SWIM LESSON	01166809	CL804595	$60.00
09/02/21	536	0950		3002800			99998	KYLIE ECK	REFUND 4/27/21 SWIM LESSON	01166795	CL804582	$60.00
09/02/21	536	0950		3002800			99998	LANA HASTEY	REFUND 5/26/21 SWIM LESSON	01166798	CL804584	$60.00
09/02/21	536	0950		3002800			99998	MACHELLE HIPKINS	REFUND 5/13/21 SWIM LESSON	01166800	CL804585	$60.00
09/02/21	536	0950		3002800			99998	MADISON HURLBERT	REFUND 4/26/21 SWIM LESSON	01166802	CL804587	$120.00
09/02/21	536	0950		3002800			99998	MARISSA WAYBRIGHT	REFUND 5/27/21 SWIM LESSON	01166819	CL804607	$120.00
09/02/21	536	0950		3002800			99998	MICHELLE HOLLAND	REFUND 4/29/21 SWIM LESSON	01166801	CL804586	$60.00
09/02/21	536	0950		3002800			99998	NICOLE WOODRUFF	REFUND 4/26/21 SWIM LESSON	01166821	CL804610	$120.00
09/02/21	536	0950		3002800			99998	NOEMI SHIHADEH	REFUND 4/26/21 SWIM LESSON	01166813	CL804600	$60.00
09/02/21	536	0950		3002800			99998	SARAH MEADOWS	REFUND 4/26/21 SWIM LESSON	01166808	CL804594	$90.00
09/02/21	536	0950		3002800			99998	SARAH SIBLEY	REFUND 5/3/21 SWIM LESSON	01166814	CL804602	$60.00
09/02/21	536	0950		3002800			99998	SCARLETT SMITH	REFUND 4/26/21 SWIM LESSON	01166815	CL804603	$60.00
09/02/21	536	0950		3002800			99998	SONYA WELSH	REFUND 5/6/21 SWIM LESSON	01166820	CL804608	$60.00
09/02/21	536	0950		3002800			99998	TARAH CLARK	REFUND 6/19/21 SWIM LESSON	01166794	CL804581	$60.00
09/02/21	536	0950		3002800			99998	VIVIAN JOHNSON	REFUND 4/27/21 SWIM LESSON	01166804	CL804590	$60.00
10/07/21	536	0950		3002800			99998	BRITTANY HANSON	REFUND 8/5/21 SWIM LESSONS	01167693	CL805602	$150.00
10/07/21	536	0950		3002800			99998	CONNIE BARKER	REFUND 7/12/21 SWIM LESSONS	01167692	CL805601	$150.00
10/07/21	536	0950		3002800			99998	JOANNA O'SHEA	REFUND 4/26/21 SWIM LESSONS	01167697	CL805604	$240.00
10/07/21	536	0950		3002800			99998	LINDA TIFFIN	REFUND 7/2/21 SWIM LESSONS	01167699	CL805606	$150.00
10/21/21	536	0950		3002800			99998	ASHLEY GULBRANSEN	REFUND 4/26/21 SWIM LESSON	01168169	CL806067	$60.00
10/21/21	536	0950		3002800			99998	CARLA DIETER	REFUND 5/27/21 SWIM LESSON	01168165	CL806068	$30.00
10/21/21	536	0950		3002800			99998	DUSTIN PAINTER	REFUND 6/25/21 SWIM LESSON	01168171	CL806069	$30.00
10/21/21	536	0950		3002800			99998	JASON STELZRIEDE	REFUND 5/10/21 30.00	01168173	CL806072	$30.00
10/21/21	536	0950		3002800			99998	JOSEPH TURNER	REFUND 4/26/21 SWIM LESSON	01168174	CL806065	$30.00
10/21/21	536	0950		3002800			99998	KERRISA SCHALL	REFUND 6/11/21 SWIM LESSON	01168172	CL806075	$30.00
10/21/21	536	0950		3002800			99998	MARA DOBYNS	REFUND 5/5/21 SWIM LESSON	01168166	CL806066	$60.00
10/21/21	536	0950		3002800			99998	MICHELLE LESSEIG	REFUND 6/19/21 SWIM LESSON	01168170	CL806073	$30.00
10/21/21	536	0950		3002800			99998	RHONDA FOREMAN	REFUND 5/6/21 SWIM LESSON	01168167	CL806071	$60.00

Date	FD	BU	CC	ACCT	PROG	Agreement	Vendor	Vendor Name	Description	WT #	DOC #	Amount
09/29/21	536	0950		3002801			0	UNASSIGNED VENDOR	FY2021-22 COST ALLOC 1ST QTR	00000001	JE000512	$752.20
12/30/21	536	0950		3002801			0	UNASSIGNED VENDOR	2ND 25% COWCAP CHARGE	00000001	JE001168	$752.20
07/22/21	536	0950		3002807			10037	MARTIN SECURITY SYSTE	040102 6/30/21 25.00 HLVRA	01165775	CL803421	$25.00
08/19/21	536	0950		3002807			10037	MARTIN SECURITY SYSTE	040327 7/31/21 AUGUST HLVRA	01166500	CL804274	$25.00
09/09/21	536	0950		3002807			10037	MARTIN SECURITY SYSTE	040572 8/31/21 25.00	01166998	CL804821	$25.00
10/07/21	536	0950		3002807			10037	MARTIN SECURITY SYSTE	40823 9/30/21	01167696	CL805655	$25.00
11/10/21	536	0950		3002807			10037	MARTIN SECURITY SYSTE	CUST#1787 11/26/21 MONTHLY	01168707	CL806811	$25.00
12/16/21	536	0950		3002807			10037	MARTIN SECURITY SYSTE	041266 11/30/21 HLVRA	01169903	CL807923	$40.00
01/21/22	536	0950		3002807			14648	WILLIAM L. BUNCH, JR	15088 12/2021-12/2022 MONITOR	01170870	CL809093	$350.00
09/13/21	536	0950		3002901			0	UNASSIGNED VENDOR	USBANK CALCARD 9/6/21	00000001	CM000255	$258.00
07/08/21	536	0950		3003010			515	LMUD	390772 5/20-6/20/21 HLVRA	01165272	CL802782	$1,491.93
08/12/21	536	0950		3003010			515	LMUD	390772 6/20-7/18/21 HLVRA	01166332	CL804026	$1,371.69
09/09/21	536	0950		3003010			515	LMUD	390772 7/18-8/20/21 HLVRA	01166997	CL804819	$1,515.98
10/07/21	536	0950		3003010			515	LMUD	390772 8/20-9/20/21	01167695	CL805654	$1,714.66
11/10/21	536	0950		3003010			515	LMUD	390772 9/20-10/20/21 ELECTRIC	01168634	CL806683	$1,346.94
12/02/21	536	0950		3003010			515	LMUD	390772 10/20-11/20/21 HLVRA	01169311	CL807410	$999.07
12/30/21	536	0950		3003010			515	LMUD	390772 11/20-12/20/21 ELECTRIC	01170227	CL808532	$974.22
07/22/21	536	0950		3003030			841	SUSANVILLE SANITARY DI	3204 7/1-8/31/21 HLVRA POOL	01165778	CL803417	$156.00
09/23/21	536	0950		3003030			841	SUSANVILLE SANITARY DI	3204 9/1-10/31/21 HLVRA	01167393	CL805185	$156.00
11/10/21	536	0950		3003030			841	SUSANVILLE SANITARY DI	CUST#3204 11/1/21 HLVRA	01168709	CL806814	$156.00
01/21/22	536	0950		3003030			841	SUSANVILLE SANITARY DI	3204 1/1-2/28/22 HLVRA POOL	01170869	CL809095	$156.00
07/22/21	536	0950		3003040			12356	C&S WASTE SOLUTIONS	30-11856-9 7/1/21 HLVRA - POOL	01165772	CL803418	$198.75
08/19/21	536	0950		3003040			12356	C&S WASTE SOLUTIONS	30-11856-9 8/1/21 HLVRA	01166497	CL804280	$198.75
09/16/21	536	0950		3003040			12356	C&S WASTE SOLUTIONS	30-11856-9 9/1/21 198.75	01167206	CL804992	$198.75
10/21/21	536	0950		3003040			12356	C&S WASTE SOLUTIONS	30118569 10/1/21 HLVRA	01168164	CL806061	$197.64
07/22/21	536	0950		3003050			186	CITY OF SUSANVILLE	10500220000 6/1-6/30/21 HLVRA	01165777	CL803424	$9.64
09/09/21	536	0950		3003050			186	CITY OF SUSANVILLE	10500220000 7/1-7/30/21	01166999	CL804826	$22.84
09/09/21	536	0950		3003050			186	CITY OF SUSANVILLE	10500220000 7/31-8/31/21	01166999	CL804826	$236.35
10/07/21	536	0950		3003050			186	CITY OF SUSANVILLE	10500220000 9/1-9/30/21 N GAS	01167698	CL805657	$822.43
11/10/21	536	0950		3003050			186	CITY OF SUSANVILLE	10500220000 10/1-10/31/21 GAS	01168635	CL806684	$192.79
12/30/21	536	0950		3003050			186	CITY OF SUSANVILLE	10500220000 11/1-11/30/21 GAS	01170295	CL808436	$8.32
07/22/21	536	0950		3003060			186	CITY OF SUSANVILLE	10500220000 6/1-6/30/21 HLVRA	01165777	CL803424	$379.09
09/09/21	536	0950		3003060			186	CITY OF SUSANVILLE	10500220000 7/1-7/30/21	01166999	CL804826	$1,384.09
09/09/21	536	0950		3003060			186	CITY OF SUSANVILLE	10500220000 7/31-8/31/21	01166999	CL804826	$885.24
10/07/21	536	0950		3003060			186	CITY OF SUSANVILLE	10500220000 9/1-9/30/21 GEO	01167698	CL805657	$679.93
11/10/21	536	0950		3003060			186	CITY OF SUSANVILLE	10500220000 10/1-10/31/21 GEO	01168635	CL806684	$927.10
12/30/21	536	0950		3003060			186	CITY OF SUSANVILLE	10500220000 11/1-11/30/21 GEO	01170295	CL808436	$1,295.78
07/29/21	536	0950		3005500			14102	ALPINE BEVERAGE, LLC	100442 6/16/21 184.00	01165961	CL803606	$184.00
07/29/21	536	0950		3005500			14102	ALPINE BEVERAGE, LLC	100684 6/22/21 262.00	01165961	CL803606	$262.00
07/29/21	536	0950		3005500			14102	ALPINE BEVERAGE, LLC	101207 6/30/21 362.80	01165961	CL803606	$362.80

Date	FD	BU	CC	ACCT	PROG	Agreement	Vendor	Vendor Name	Description	WT #	DOC #	Amount
07/29/21	536	0950		3005500			14102	ALPINE BEVERAGE, LLC	101895 7/7/21 145.20	01165961	CL803607	$145.20
07/29/21	536	0950		3005500			14102	ALPINE BEVERAGE, LLC	99456 6/1/21 16.80	01165961	CL803606	$16.80
07/29/21	536	0950		3005500			14102	ALPINE BEVERAGE, LLC	99844 6/8/21 72.60	01165961	CL803606	$72.60
07/29/21	536	0950		3005500			9407	US BANK	6/22/21 SUSANVILLE SUPERMARKET	01165969	CL803622	$22.32
07/29/21	536	0950		3005500			9407	US BANK	6/30/21 SUSANVILLE SUPERMARKET	01165969	CL803622	$9.80
08/12/21	536	0950		3005500			14102	ALPINE BEVERAGE, LLC	101895 7/7/21 HLVRA	01166320	CL804005	$145.20
08/26/21	536	0950		3005500			14102	ALPINE BEVERAGE, LLC	103532 8/3/21	01166660	CL804443	$147.20
09/13/21	536	0950		3005500			0	UNASSIGNED VENDOR	USBANK CALCARD 9/6/21	00000001	CM000255	$16.39
09/13/21	536	0950		3005500			0	UNASSIGNED VENDOR	USBANK CALCARD 9/6/21	00000001	CM000255	$16.76
09/13/21	536	0950		3005500			0	UNASSIGNED VENDOR	USBANK CALCARD 9/6/21	00000001	CM000255	$18.89
09/27/21	536	0950		3005500			0	UNASSIGNED VENDOR	8/12 WALMART	00000001	CM000295	$41.76
09/27/21	536	0950		3005500			0	UNASSIGNED VENDOR	8/20 IGA	00000001	CM000295	$12.61
09/27/21	536	0950		3005500			0	UNASSIGNED VENDOR	9/4 IGA	00000001	CM000295	$25.00
07/29/21	536	0950		3005501			9407	US BANK	6/27/21 DOLLAR TREE	01165969	CL803622	$151.22
09/13/21	536	0950		3006100			0	UNASSIGNED VENDOR	USBANK CALCARD 9/6/21	00000001	CM000255	$339.00
11/18/21	536	0950		3006200			14781	HONEY LAKE VALLEY REC	68769574 PO215122	01168905	CL806955	$123.00
11/18/21	536	0950		3006200			14781	HONEY LAKE VALLEY REC	68769574 PO215122	01168905	CL806955	$125.51
11/18/21	536	0950		3006200			14781	HONEY LAKE VALLEY REC	68769574 PO215122	01168905	CL806955	$181.50
11/18/21	536	0950		3006200			14781	HONEY LAKE VALLEY REC	68769574 PO215122	01168905	CL806955	$185.20
11/18/21	536	0950		3006200			14781	HONEY LAKE VALLEY REC	68769574 PO215122	01168905	CL806955	$524.80
11/18/21	536	0950		3006200			14781	HONEY LAKE VALLEY REC	68769574 PO215122	01168905	CL806955	$3,345.15
11/18/21	536	0950		3006200			14781	HONEY LAKE VALLEY REC	68769574 PO215122 10/5/21	01168905	CL806955	$3,278.25
12/02/21	536	0950		3006200			1598	WESTERN NEVADA SUPPL	6876574 PO215122 SHOWER	01169277	CL807427	$3,278.25
12/02/21	536	0950		3006200			1598	WESTERN NEVADA SUPPL	68769574 PO215122 6FT SHOWER	01169277	CL807427	$3,345.15
12/02/21	536	0950		3006200			1598	WESTERN NEVADA SUPPL	68769574 PO215122 CLAMP STL	01169277	CL807427	$181.50
12/02/21	536	0950		3006200			1598	WESTERN NEVADA SUPPL	68769574 PO215122 CLAMP STL	01169277	CL807427	$185.20
12/02/21	536	0950		3006200			1598	WESTERN NEVADA SUPPL	68769574 PO215122 DRN ST	01169277	CL807427	$125.51
12/02/21	536	0950		3006200			1598	WESTERN NEVADA SUPPL	68769574 PO215122 DRN STD	01169277	CL807427	$123.00
12/02/21	536	0950		3006200			1598	WESTERN NEVADA SUPPL	68769574 PO215122 SALES TAX	01169277	CL807427	$524.80
12/03/21	536	0950		3006200			0	UNASSIGNED VENDOR	CANCEL CK#1168905	00000001	JE000979	($7,763.41)
12/16/21	536	0950		3006200			1598	WESTERN NEVADA SUPPL	69058191 HLVRA SPRINKLER PROJ	01169742	CL807998	$164.65
12/30/21	536	0950		3006200			0	UNASSIGNED VENDOR	CALCARD STATMENT DEC'21	00000001	CM000668	$473.97
12/30/21	536	0950		3006200			0	UNASSIGNED VENDOR	CALCARD STATMENT DEC'21	00000001	CM000668	$671.46
12/30/21	536	0950		3006200			0	UNASSIGNED VENDOR	CALCARD STATMENT DEC'21	00000001	CM000668	$908.74
02/04/22	536	0950		3006200			0	UNASSIGNED VENDOR	HONEY LAKE VALLEY REC AUTH	00000001	CM000794	$1,749.80
									Total Budget Year Expenditures:			**$196,462.85**
									Grand Total:			**$196,462.85**

County of Lassen
General Ledger Summary

Fund	Account	Account Name	Opening Balance	YTD Activity	Balance	Status
534	0100000	HLVRA POOL SUSTAINABILITY-CASH	$30,794.64	$118.90	$30,913.54	
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	($30,794.64)	$0.00	($30,794.64)	
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	
535	0100000	HLVRA POOL IMPROVEMENT - CASH	$9,240.21	$35.68	$9,275.89	
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	($9,240.21)	$0.00	($9,240.21)	
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	
536	0100000	HONEY LAKE VALLEY RECREATION	$171,235.26	($4,411.51)	$166,823.75	
536	0100900	FAIR MARKET VALUE & INTEREST	$0.00	$0.00	$0.00	
536	0104000	POOL US BANK DEPOSITORY	$0.00	$72,809.50	$72,809.50	
536	0107000	ACCOUNTS RECEIVABLE	$0.00	$7,159.50	$7,159.50	
536	0132000	DUE FROM OTHER GOVERNMENT	$0.00	$0.00	$0.00	

County of Lassen
General Ledger Summary

Fund	Account	Account Name	Opening Balance	YTD Activity	Balance	Status
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	($238,848.00)	($80,891.48)	($319,739.48)	
536	0164000	EQUIPMENT	$30,720.37	$5,361.43	$36,081.80	
536	0165000	ACCUMULATED DEPRE - EQUIPMENT	($10,280.00)	($4,192.37)	($14,472.37)	
536	0166000	CONSTRUCTION IN PROCESS	$0.00	$0.00	$0.00	
536	0203000	ACCOUNTS PAYABLE	$0.00	$0.00	$0.00	
536	0203010	CONTRACT RETENTION PAYABLE	$0.00	$0.00	$0.00	
536	0205000	DUE TO OTHER GOVERNMENTS	$0.00	($29,943.53)	($29,943.53)	
536	0221000	DEFERRED REVENUE	$0.00	$0.00	$0.00	
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	($2,950,381.37)	$77,053.18	($2,873,328.19)	
536	7500000	FUND BALANCE AVAILABLE	($173,904.40)	($47,356.23)	($221,260.63)	
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	
536	9600000	BUDGETARY FUND BALANCE	$0.00	$80,830.00	$80,830.00	
			$0.00	**$76,573.07**	**$76,573.07**	

For Fiscal Year 2022

From 7/1/2021 to 6/30/2022

County of Lassen
Revenue Account Detail

User: jmorgan

Date	FD	B/U	C/C	Account	Program	Vendor	Vendor Name	Description	Warrant Number	DOC #	Amount
10/01/2021	534	5951		2003000		0	UNASSIGNED VENDOR	JUL-SEP INTEREST APPORTIONMENT		JE000568	($61.85)
01/01/2022	534	5951		2003000		0	UNASSIGNED VENDOR	OCT-DEC INTEREST APPORTIONMENT		JE001273	($57.05)
10/01/2021	535	5952		2003000		0	UNASSIGNED VENDOR	JUL-SEP INTEREST APPORTIONMENT		JE000568	($18.56)
01/01/2022	535	5952		2003000		0	UNASSIGNED VENDOR	OCT-DEC INTEREST APPORTIONMENT		JE001273	($17.12)
10/01/2021	536	0950		2003000		0	UNASSIGNED VENDOR	JUL-SEP INTEREST APPORTIONMENT		JE000568	($279.16)
01/01/2022	536	0950		2003000		0	UNASSIGNED VENDOR	OCT-DEC INTEREST APPORTIONMENT		JE001273	($290.18)
09/23/2021	536	0950		2003203		0	UNASSIGNED VENDOR	HLVRA / JUNE 2021 REVENUES		DP146668	($8,899.00)
09/23/2021	536	0950		2003203		0	UNASSIGNED VENDOR	HLVRA / MAY REVENUES		DP146667	($548.00)
10/12/2021	536	0950		2003203		0	UNASSIGNED VENDOR	HLRVA DEPOSIT 10-12-21		DP146963	($8,512.00)
10/12/2021	536	0950		2003203		0	UNASSIGNED VENDOR	HLRVA DEPOSIT 10-12-21		DP146963	($892.00)
10/14/2021	536	0950		2003203		0	UNASSIGNED VENDOR	HLVRA / AUGUST 21 DEPOSIT		DP147010	($3,542.00)
10/14/2021	536	0950		2003203		0	UNASSIGNED VENDOR	HLVRA / AUGUST 21 DEPOSIT		DP147010	($436.00)
12/02/2021	536	0950		2003203		0	UNASSIGNED VENDOR	HLVRA / SEPTEMBER 21 DEPOSIT		DP147891	($820.00)
09/23/2021	536	0950		2003206		0	UNASSIGNED VENDOR	HLVRA / JUNE 2021 REVENUES		DP146668	($1,800.00)
09/23/2021	536	0950		2003206		0	UNASSIGNED VENDOR	HLVRA / MAY REVENUES		DP146667	($1,800.00)
10/12/2021	536	0950		2003206		0	UNASSIGNED VENDOR	HLRVA DEPOSIT 10-12-21		DP146963	($1,650.00)
09/23/2021	536	0950		2003214		0	UNASSIGNED VENDOR	HLVRA / APRIL 2021 REVENUES		DP146666	($1,080.00)
09/23/2021	536	0950		2003214		0	UNASSIGNED VENDOR	HLVRA / JUNE 2021 REVENUES		DP146668	($8,632.00)
09/23/2021	536	0950		2003214		0	UNASSIGNED VENDOR	HLVRA / MAY REVENUES		DP146667	($1,604.00)
10/12/2021	536	0950		2003214		0	UNASSIGNED VENDOR	HLRVA DEPOSIT 10-12-21		DP146963	($1,250.00)
10/14/2021	536	0950		2003214		0	UNASSIGNED VENDOR	HLVRA / AUGUST 21 DEPOSIT		DP147010	($200.00)

County of Lassen
Revenue Account Detail

Date	FD	B/U	C/C	Account	Program	Vendor	Vendor Name	Description	Warrant Number	DOC #	Amount
12/14/2021	536	0950		2007400		0	UNASSIGNED VENDOR	20/21 ANNUAL CONTRIB. CITY		DP148137	($80,000.00)
09/23/2021	536	0950		2010611		0	UNASSIGNED VENDOR	HLVRA / APRIL 2021 REVENUES		DP146666	($25,080.00)
09/23/2021	536	0950		2010611		0	UNASSIGNED VENDOR	HLVRA / JUNE 2021 REVENUES		DP146668	($3,540.00)
09/23/2021	536	0950		2010611		0	UNASSIGNED VENDOR	HLVRA / MAY REVENUES		DP146667	($6,870.00)
10/12/2021	536	0950		2010611		0	UNASSIGNED VENDOR	HLRVA DEPOSIT 10-12-21		DP146963	($1,260.00)
10/14/2021	536	0950		2010611		0	UNASSIGNED VENDOR	HLVRA / AUGUST 21 DEPOSIT		DP147010	($330.00)
01/14/2022	536	0950		2010611		0	UNASSIGNED VENDOR	HLVRA / OCTOBER 2021 REVENUES		DP148641	$30.00
09/23/2021	536	0950		2010660		0	UNASSIGNED VENDOR	HLVRA / JUNE 2021 REVENUES		DP146668	($1,012.00)
09/23/2021	536	0950		2010660		0	UNASSIGNED VENDOR	HLVRA / MAY REVENUES		DP146667	($464.00)
10/12/2021	536	0950		2010660		0	UNASSIGNED VENDOR	HLRVA DEPOSIT 10-12-21		DP146963	($834.00)
10/14/2021	536	0950		2010660		0	UNASSIGNED VENDOR	HLVRA / AUGUST 21 DEPOSIT		DP147010	($360.00)
12/02/2021	536	0950		2010660		0	UNASSIGNED VENDOR	HLVRA / SEPTEMBER 21 DEPOSIT		DP147891	($448.00)
01/14/2022	536	0950		2010660		0	UNASSIGNED VENDOR	HLVRA / OCTOBER 2021 REVENUES		DP148641	($14.00)
09/23/2021	536	0950		2010661		0	UNASSIGNED VENDOR	HLVRA / APRIL 2021 REVENUES		DP146666	($750.00)
09/23/2021	536	0950		2010661		0	UNASSIGNED VENDOR	HLVRA / JUNE 2021 REVENUES		DP146668	($2,239.00)
09/23/2021	536	0950		2010661		0	UNASSIGNED VENDOR	HLVRA / MAY REVENUES		DP146667	($1,400.00)
10/12/2021	536	0950		2010661		0	UNASSIGNED VENDOR	HLRVA DEPOSIT 10-12-21		DP146963	($725.00)
10/14/2021	536	0950		2010661		0	UNASSIGNED VENDOR	HLVRA / AUGUST 21 DEPOSIT		DP147010	($700.00)
12/02/2021	536	0950		2010661		0	UNASSIGNED VENDOR	HLVRA / SEPTEMBER 21 DEPOSIT		DP147891	($400.00)
09/23/2021	536	0950		2010662		0	UNASSIGNED VENDOR	HLVRA / APRIL 2021 REVENUES		DP146666	($1.00)
09/23/2021	536	0950		2010662		0	UNASSIGNED VENDOR	HLVRA / JUNE 2021 REVENUES		DP146668	($1,411.00)

County of Lassen
Revenue Account Detail

Date	FD	B/U	C/C	Account	Program	Vendor	Vendor Name	Description	Warrant Number	DOC #	Amount
09/23/2021	536	0950		2010662		0	UNASSIGNED VENDOR	HLVRA / MAY REVENUES		DP146667	($115.00)
10/12/2021	536	0950		2010662		0	UNASSIGNED VENDOR	HLRVA DEPOSIT 10-12-21		DP146963	($1,067.00)
10/14/2021	536	0950		2010662		0	UNASSIGNED VENDOR	HLVRA / AUGUST 21 DEPOSIT		DP147010	($453.00)
12/02/2021	536	0950		2010662		0	UNASSIGNED VENDOR	HLVRA / SEPTEMBER 21 DEPOSIT		DP147891	($60.00)
01/14/2022	536	0950		2010662		0	UNASSIGNED VENDOR	HLVRA / OCTOBER 2021 REVENUES		DP148641	($100.00)
09/23/2021	536	0950		2010663		0	UNASSIGNED VENDOR	HLVRA / JUNE 2021 REVENUES		DP146668	($525.00)
09/23/2021	536	0950		2010663		0	UNASSIGNED VENDOR	HLVRA / MAY REVENUES		DP146667	($100.00)
09/23/2021	536	0950		2010665		0	UNASSIGNED VENDOR	HLVRA / APRIL 2021 REVENUES		DP146666	($424.00)
09/23/2021	536	0950		2010665		0	UNASSIGNED VENDOR	HLVRA / JUNE 2021 REVENUES		DP146668	($3,357.00)
09/23/2021	536	0950		2010665		0	UNASSIGNED VENDOR	HLVRA / MAY REVENUES		DP146667	($1,536.00)
10/12/2021	536	0950		2010665		0	UNASSIGNED VENDOR	HLRVA DEPOSIT 10-12-21		DP146963	($1,648.00)
10/14/2021	536	0950		2010665		0	UNASSIGNED VENDOR	HLVRA / AUGUST 21 DEPOSIT		DP147010	($432.00)
09/23/2021	536	0950		2010667		0	UNASSIGNED VENDOR	HLVRA / APRIL 2021 REVENUES		DP146666	($640.00)
09/23/2021	536	0950		2010667		0	UNASSIGNED VENDOR	HLVRA / JUNE 2021 REVENUES		DP146668	($3,312.00)
09/23/2021	536	0950		2010667		0	UNASSIGNED VENDOR	HLVRA / MAY REVENUES		DP146667	($2,830.00)
10/12/2021	536	0950		2010667		0	UNASSIGNED VENDOR	HLRVA DEPOSIT 10-12-21		DP146963	($2,460.00)
10/14/2021	536	0950		2010667		0	UNASSIGNED VENDOR	HLVRA / AUGUST 21 DEPOSIT		DP147010	($2,020.00)
12/02/2021	536	0950		2010667		0	UNASSIGNED VENDOR	HLVRA / SEPTEMBER 21 DEPOSIT		DP147891	($930.00)
											($192,205.92)

Fiscal Year 2022 As of 2/7/2022

County of Lassen
Revenue Status

User: jmorgan

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

Percent of Year Elapsed 60 %

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	($118.90)	($118.90)	0%
	Major Object Total	**$0.00**	**$0.00**	**($118.90)**	**($118.90)**	**0 %**
	Cost Center Total	**$0.00**	**$0.00**	**($118.90)**	**($118.90)**	**0 %**
	Budget Unit Total	**$0.00**	**$0.00**	**($118.90)**	**($118.90)**	**0 %**
	Fund Total	**$0.00**	**$0.00**	**($118.90)**	**($118.90)**	**0 %**

Fiscal Year 2022 As of 2/7/2022

County of Lassen
Revenue Status

User: jmorgan

Fund 535 HLVRA FACILITY IMPROVEMENT
Budget Unit 5952 POOL IMPROVEMENT
Cost Center NONE

Percent of Year Elapsed 60 %

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	($35.68)	($35.68)	0%
	Major Object Total	**$0.00**	**$0.00**	**($35.68)**	**($35.68)**	**0 %**
	Cost Center Total	**$0.00**	**$0.00**	**($35.68)**	**($35.68)**	**0 %**
	Budget Unit Total	**$0.00**	**$0.00**	**($35.68)**	**($35.68)**	**0 %**
	Fund Total	**$0.00**	**$0.00**	**($35.68)**	**($35.68)**	**0 %**

Fiscal Year 2022 As of 2/7/2022

County of Lassen
Revenue Status

User: jmorgan

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

Percent of Year Elapsed 60 %

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	($569.34)	($569.34)	0%
2003203	ADMISSIONS/PASSES	$30,000.00	$30,000.00	($23,649.00)	$6,351.00	79%
2003206	HORSE SHOW	$5,000.00	$5,000.00	($5,250.00)	($250.00)	105%
2003214	SUMMER PASSES	$14,000.00	$14,000.00	($12,766.00)	$1,234.00	91%
	Major Object Total	**$49,000.00**	**$49,000.00**	**($42,234.34)**	**$6,765.66**	**86 %**
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	$40,000.00	$40,000.00	($37,050.00)	$2,950.00	93%
2010660	DAILY PROGRAMS	$3,000.00	$3,000.00	($3,132.00)	($132.00)	104%
2010661	PARTYS AND SPECIAL EVENTS	$4,000.00	$4,000.00	($6,214.00)	($2,214.00)	155%
2010662	CONSESSIONS	$3,500.00	$3,500.00	($3,207.00)	$293.00	92%
2010663	SCHOOL RENTALS	$4,000.00	$4,000.00	($625.00)	$3,375.00	16%
2010665	10 PUNCH CARDS	$8,000.00	$8,000.00	($7,397.00)	$603.00	92%
2010667	MONTHLY PROGRAMS	$18,000.00	$18,000.00	($12,192.00)	$5,808.00	68%
	Major Object Total	**$80,500.00**	**$80,500.00**	**($69,817.00)**	**$10,683.00**	**87 %**
2070	**MISCELLANEOUS**					
2011200	MISCELLANEOUS	$100.00	$100.00	$0.00	$100.00	0%
	Major Object Total	**$100.00**	**$100.00**	**$0.00**	**$100.00**	**0 %**
	Cost Center Total	**$289,600.00**	**$289,600.00**	**($192,051.34)**	**$97,548.66**	**66 %**
	Budget Unit Total	**$289,600.00**	**$289,600.00**	**($192,051.34)**	**$97,548.66**	**66 %**
	Fund Total	**$289,600.00**	**$289,600.00**	**($192,051.34)**	**$97,548.66**	**66 %**

Date	Fund	2021/2022 Budget	Spent	Budgeted Amounts	
3001150		**Safety Equipment and Supplies**		**$ 1,000.00**	
7/22/2021	536	Office Depot	$ 26.67		
7/22/2021	536	Office Depot	$ 10.76		
8/12/2021	536	Keifer (USBank Partial) - uniforms	$ 975.00		
9/24/2021	536	Walmart (USBank Partial)	$ 29.97		
				$ 1,042.40	$ 1,042.40
				$ (42.40)	
3001200		**Communications**		**$ 2,700.00**	
7/7/2021	536	Frontier	$ 219.90		
8/11/2021	536	Frontier	$ 228.95		
9/8/2021	536	Frontier	$ 228.95		
10/12/2021	536	Frontier	$ 218.48		
11/8/2021	536	Frontier	$ 227.53		
12/17/2021	536	Frontier	$ 218.48		
1/10/2022	536	Frontier	$ 225.50		
2/8/2022	536	Frontier	$ 217.09		
				$ 1,784.88	$ 1,784.88
				$ 915.12	
3001400		**Janitorial Supplies**		**$ 2,000.00**	
7/22/2021	536	Office Depot	$ 76.34		
7/22/2021	536	Office Depot	$ 64.12		
7/22/2021	536	Office Depot	$ 214.66		
7/7/2021	536	US Bank (partial)Walmart	$ 15.81		
				$ 370.93	$ 370.93
				$ 1,629.07	
3001500		**Insurance**		**$ 13,600.00**	
7/30/2021	536	CAPRI	$ 8,326.50		
12/6/2021	536	CAPRI	$ 8,326.50		
				$ 16,653.00	$ 16,653.00
				$ (3,053.00)	
3001705		**Maintenance - Pool**		**$ 26,000.00**	
7/22/2021	536	Airgas	$ 334.36		
7/22/2021	536	Lincoln Aquatics	$ 862.08		
7/30/2021	536	Lincoln Aquatics	$ 4,078.00		
7/30/2021	536	Airgas	$ 297.59		
8/5/2021	536	Airgas	$ 175.72		
8/11/2021	536	Airgas	$ 106.23		
8/12/2021	536	Ace Hardware	$ 185.13		
8/16/2021	536	Airgas	$ 148.72		
8/23/2021	536	Lincoln Aquatics	$ 723.12		
8/23/2021	536	Lincoln Aquatics	$ 439.15		
9/1/2021	536	Airgas	$ 319.35		
9/1/2021	536	Lincoln Aquatics	$ 308.19		
9/8/2021	536	Airgas	$ 106.23		
7/17/2021	536	Walmart (USBank Partial)	$ 24.10		
7/25/2021	536	Walmart (USBank Partial)	$ 64.09		
9/23/2021	536	Lincoln Aquatics	$ 222.91		
9/23/2021	536	Lincoln Aquatics	$ 1,890.67		
9/23/2021	536	Airgas	$ 314.39		
10/4/2021	536	Airgas	$ 359.42		
10/12/2021	536	Airgas	$ 101.23		
9/16/2021	536	Advanced Comfort Control (USBank Partial)	$ 169.00		

11/1/20021	536	Airgas	$ 348.26		
11/8/2021	536	Airgas	$ 108.73		
11/8/2021	536	Ace Hardware	$ 12.54		
11/29/2021	536	Lincoln Aquatics	$ 1,869.54		
12/6/2021	536	Ace Hardware	$ 23.14		
12/6/2021	536	Airgas	$ 362.86		
12/17/2021	536	Airgas	$ 108.73		
12/20/2021	536	Amazon (USBank Partial)	$ 68.61		
12/20/2021	536	Tractor Supply	$ 72.77		
12/20/2021	536	Airgas	$ 325.94		
12/29/2021	536	Ace Hardware	$ 137.04		
12/31/2021	536	Airgas	$ 108.73		
1/1/2022	536	Lincoln Aquatics (June 2021)	$ 2,073.86		
1/1/2022	536	Lincoln Aquatics (June2021)	$ 1,870.87		
1/1/2022	536	Ace Hardware (June 2021)	$ 616.99		
1/1/2022	536	Airgas (June 2021)	$ 106.23		
1/1/2022	536	US Bank (prartial) Walmart (June 2021)	$ 80.22		
1/1/2022	536	US Bank (prartial) Walmart (June 2021)	$ 80.22		
1/1/2022	536	US Bank (prartial) Tractor Supply (June 2021)	$ 40.67		
2/8/2022	536	Airgas	$ 108.73		
2/10/2022	536	Airgas	$ 290.05		
2/11/2022	536	Lincoln Aquatics	$ 63.40		
2/11/2022	536	Airgas	$ 290.62		
				$ 20,398.43	$ 20,398.43
				$ 5,601.57	
3002200		**Office Expenses**		**$ 2,000.00**	
7/22/2021	536	Office Depot	$ 69.61		
8/2/2021	536	stop payment fee	$ 10.00		
8/10/2021	536	Microsoft (USBank Partial)	$ 99.99		
1/6/2022	536	Walmart (USBank Partial)	$ 175.53		
1/31/2022	536	COMP LOGISTICS (pending transfer request)	$ 2,073.97		
1/1/2022	536	US Bank (partial) Walmart (June 2021)	$ 15.81		
				$ 2,444.91	$ 2,444.91
				$ (444.91)	
3002250		**Bank & Credit Card Fees**			
				$ -	$ -
				$ -	
3002251		**Cash Over/Short**			
10/12/2021		Over/Short $0.10 on deposit	$ 0.10		
				$ 0.10	$ 0.10
				$ 0.10	
3002300		**Prof. & Spec. Services (City Staff, Auditors, Legal)**		**$ 27,400.00**	
7/29/2021	536	CARPD	$ 400.00		
8/23/2021	536	City of Susanville (Fingerprinting Reimbursement)	$ 32.00		
8/23/2021	536	City Staff (07/01/2021-08/06/2021)	$ 2,676.69		
9/1/2021	536	City of Susanville (CA Employee Required Pamphlets)	$ 113.08		
9/21/2021	536	City Staff (08/07/2021-09/03/2021)	$ 1,560.35		
10/12/2021	536	City Staff (9/4/2021-10/1/2021)	$ 1,410.44		
11/16/2021	536	City Staff (10/2/2021-10/29/2021)	$ 1,923.70		
1/10/2022	536	City Staff (10/30/2021-1/7/2022)	$ 3,518.51		
1/31/2022	536	CA Dept of Tax & Fee	$ 232.00		
				$ 11,866.77	$ 11,866.77
				$ 15,533.23	
3002359		**Contract Staff Services (Pool Employees)**		**$ 182,900.00**	
8/23/2021	536	Pool Staff (07/01/2021-08/06/2021)	$ 28,680.14		
9/21/2021	536	Pool Staff (08/07/2021-09/03/2021)	$ 17,137.99		
10/12/2021	536	Pool Staff (9/4/2021-10/1/2021)	$ 10,466.37		
11/16/2021	536	Pool Staff (10/2/2021-10/29/2021)	$ 6,165.80		
1/10/2022	536	Pool Staff (10/30/2021-1/7/2022)	$ 15,108.00		

				$ 77,558.30	$	77,558.30
				$ 105,341.70		
3002400		**Publications/Legal Notices**		**$ 1,000.00**		
1/1/2022	536	Forrest Office Equip (US Bank partial) June 2021	$ 112.25			
				$ 112.25	$	112.25
				$ 887.75		
3002701		**Non-Capitalized Equipment (under $5,000)**		**$ 5,000.00**		
7/8/2021	3001800	Lincoln (umbrellas)	$ 533.24			
				$ 533.24	$	533.24
				$ 4,466.76		
3002800		**Till and Safe Money/Special Department Expense**		$ -		
7/22/2021		K. Anderson	$ 200.00			
7/22/2021		T. Ebert	$ 120.00			
7/22/2021		W. Hicks	$ 120.00			
8/2/2021		S. Gorley	$ 60.00			
8/2/2021		L. Champieux	$ 180.00			
8/2/2021		V. Fulton	$ 90.00			
8/2/2021		W. Hicks	$ 300.00			
8/2/2021		J. Head	$ 60.00			
8/2/2021		A. Drake	$ 240.00			
8/2/2021		A. Newton	$ 200.00			
8/2/2021		J. Chaberlain	$ 90.00			
8/2/2021		J. Armilla	$ 60.00			
8/2/2021		K. Hanna	$ 60.00			
8/2/2021		E. Ridgeway	$ 100.00			
8/2/2021		A. Cowan	$ 60.00			
8/13/2021		A McGuire	$ 225.00			
8/13/2021		A. Barrier	$ 60.00			
8/13/2021		S. Hunter	$ 90.00			
8/13/2021		F. Avilla	$ 120.00			
8/13/2021		J. Renollett	$ 60.00			
8/16/2021		K. Transue	$ 60.00			
8/16/2021		C. Smedley	$ 120.00			
8/16/2021		S. Childers	$ 60.00			
8/16/2021		M. Espinoza	$ 60.00			
8/16/2021		B. Grogan	$ 30.00			
8/16/2021		G. Antognazzi	$ 30.00			
8/16/2021		L. Root	$ 60.00			
8/16/2021		A. Rodriguez	$ 150.00			
8/16/2021		N. Noah	$ 60.00			
8/16/2021		L. Hastey	$ 60.00			
8/16/2021		A. Craddock	$ 30.00			
8/19/2021		K. Ackley	$ 60.00			
8/19/2021		J. Armstrong	$ 60.00			
8/19/2021		F. Jacome	$ 30.00			
8/19/2021		M. Waybright	$ 120.00			
8/19/2021		V. Johnson	$ 60.00			
8/19/2021		L. Kampfraat	$ 120.00			
8/19/2021		S. Smith	$ 60.00			
8/19/2021		J. Brown	$ 120.00			
8/19/2021		L. Hastey	$ 60.00			
8/19/2021		A. Cisneros	$ 60.00			
8/19/2021		A. Prettyman	$ 60.00			
8/19/2021		M. Hipkins	$ 60.00			
8/19/2021		N. Woodruff	$ 120.00			
8/19/2021		S. Meadows	$ 90.00			
8/24/2021		A. Torres	$ 120.00			
8/24/2021		M. Holland	$ 60.00			
8/24/2021		T. Clark	$ 60.00			

8/24/2021		K. Eck	$ 60.00		
8/24/2021		N. Shihadeh	$ 60.00		
8/24/2021		M. Hurlbert	$ 120.00		
8/24/2021		J. Owens	$ 60.00		
8/24/2021		K. Guess	$ 60.00		
8/24/2021		H. Mackenzie	$ 60.00		
8/24/2021		S. Welsh	$ 60.00		
8/24/2021		N. Neuman	$ 60.00		
8/24/2021		S. Sibley	$ 60.00		
9/23/2021		B. Hanson	$ 150.00		
9/23/2021		L. Tiffin	$ 150.00		
9/23/2021		C. Barker	$ 150.00		
9/23/2021		J. O'Shea	$ 240.00		
10/12/2021		M. Dobyns	$ 60.00		
10/12/2021		J. Turner	$ 30.00		
10/12/2021		A. Gulbranson	$ 60.00		
10/12/2021		K. Schall	$ 30.00		
10/12/2021		M. Lesseig	$ 30.00		
10/12/2021		J. Stelzriede	$ 30.00		
10/12/2021		R. Foreman	$ 60.00		
10/12/2021		D. Painter	$ 30.00		
10/12/2021		C. Dieter	$ 30.00		
				$ 6,185.00	$ 6,185.00
				$ (6,185.00)	
3002801		**County Wide Allocations**		**$ 5,230.00**	
9/29/2021		1st Quarter Allocation	$ 752.20		
				$ 752.20	$ 752.20
				$ 4,477.80	
3002807		**Electronic Surveilence**		**$ 1,000.00**	
7/7/2021	536	Martin Security	$ 25.00		
8/5/2021	536	Martin Security	$ 25.00		
9/1/2021	536	Martin Security	$ 25.00		
10/4/2021	536	Martin Security	$ 25.00		
11/8/2021	536	Martin Security	$ 25.00		
12/6/2021	536	Martin Security	$ 40.00		
1/10/2022	536	Martin Security	$ 40.00		
1/10/2022	536	Voltage Specialists	$ 350.00		
2/8/2022	536	Martin Security	$ 40.00		
2/8/2022	536	Martin Security	$ 40.00		
				$ 635.00	$ 635.00
				$ 365.00	
3002901		**Conferences/Training**		**$ 2,000.00**	
8/2/2021	536	Red Cross (USBank Partial)	$ 258.00		
				$ 258.00	$ 258.00
				$ 1,742.00	
3003000		**General Utilities**		**$ -**	
3003010		**Utilities - Electric**		**$ 15,500.00**	
7/30/2021	536	LMUD - 17 days - partial	$ 832.80		
9/1/2021	536	LMUD	$ 1,515.98		
10/4/2021	536	LMUD	$ 1,714.66		
11/1/2021	536	LMUD	$ 1,346.94		
11/29/2021	536	LMUD	$ 999.07		
12/29/2021	536	LMUD	$ 974.22		
1/31/2022	536	LMUD	$ 1,197.86		
1/1/2022	536	LMUD (June 2021)	$ 1,491.93		
1/1/2022	536	LMUD-11 days partial (June 2021)	$ 538.89		
				$ 10,612.35	$ 10,612.35
				$ 4,887.65	

3003020		**Water**			
				$ -	$ -
				$ -	
3003030		**Utilities - Sewer**		**$ 800.00**	
7/7/2021	536	SSD	$ 156.00		
9/13/2021	536	SSD	$ 156.00		
11/8/2021	536	SSD	$ 156.00		
1/1/2022	536	SSD	$ 156.00		
				$ 624.00	$ 624.00
				$ 176.00	
3003040		**Utilities - Trash Service**		**$ 1,200.00**	
7/7/2021	536	C & S Waste	$ 198.75		
8/5/2021	536	C & S Waste	$ 198.75		
9/8/2021	536	C & S Waste	$ 198.75		
10/12/2021	536	C & S Waste	$ 197.64		
				$ 793.89	$ 793.89
				$ 406.11	
3003050		**Utilities - Natural Gas**		**$ 500.00**	
9/1/2021	536	City of Susanville	$ 259.19		
10/4/2021	536	City of Susanville	$ 822.43		
11/1/2021	536	City of Susanville	$ 192.79		
12/17/2021	536	City of Susanville	$ 8.32		
1/1/2022	536	City of Susanville (June 2021)	$ 9.64		
				$ 1,292.37	$ 1,292.37
				$ (792.37)	
3003060		**Utilities - Geothermal**		**$ 11,000.00**	
9/1/2021	536	City of Susanville - July	$ 1,384.09		
9/1/2021	536	City of Susanville - August	$ 885.24		
10/4/2021	536	City of Susanville - Sept	$ 679.93		
11/1/2021	536	City of Susanville - Oct	$ 927.10		
12/17/2021	536	City of Susanville - Nov	$ 1,295.78		
1/1/2022	536	City of Susanville- (June 2021)	$ 379.09		
				$ 5,551.23	$ 5,551.23
				$ 5,448.77	
3004900		**Depreciation**		**$ 5,000.00**	
					$ -
				$ 5,000.00	
3005500		**Store Concessions**		**$ 1,600.00**	
7/22/2021	536	Alpine	$ 145.20		
7/30/2021	536	Alpine	$ 145.20		
8/11/2021	536	Alpine	$ 147.20		
7/9/2021	536	Susanville Supermarket (USBank Partial)	$ 16.39		
7/14/2021	536	Susanville Supermarket (USBank Partial)	$ 16.76		
7/14/2021	536	Susanville Supermarket (USBank Partial)	$ 18.89		
8/12/2021	536	Walmart (USBank Partial)	$ 41.76		
8/20/2021	536	Susanville Supermarket (USBank Partial)	$ 12.61		
9/4/2021	536	Susanville Supermarket (USBank Partial)	$ 25.00		
1/1/2022	536	Alpine Beverage (June 2021)	$ 898.20		

1/1/2022	536	Susanville Supermarket (USBank Partial) June 2021	$ 22.32		
1/1/2022	536	Susanville Supermarket (USBank Partial) June 2021	$ 9.80		
				$ 1,499.33	$ 1,499.33
				$ 100.67	
3005501		**Recreation Activity Supplies**		**$ 500.00**	
1/1/2022	536	Dollar Tree (US Bank Partial) (June2021)	151.22		
				$ 151.22	$ 151.22
				$ 348.78	
3006050		**Landscaping & Improvements**		**$ -**	
				$ -	$ -
				$ -	
3006200		**Building and Equipment**		**$ 42,500.00**	
8/2/2021	536	Delcar Electrical (USBank Partial)	$ 339.00		
11/5/2021	536	Western Nevada, PO #215122	$ 7,763.41		
12/6/2021	536	Western Nevada, PO #215122	$ 164.65		
12/20/2021	536	Western Nevada (USBank Partial)	$ 671.46		
12/20/2021	536	Rental Guys (USBank Partial)	$ 473.94		
12/20/2021	536	Tholl (USBank Partial)	$ 908.74		
				$ 10,321.20	$ 10,321.20
				$ 32,178.80	
3010000		**Appropriation For Contingencies**			
				$ -	$ -
				$ -	
FUND 535		**Pool Improvement Fund**			
				$ 5,000.00	
1/31/2022	536	transfer to 535 - Reso 21-45	$ 5,000.00		
				$ 5,000.00	$ 5,000.00
				$ -	
FUND 534		**Pool Facility Sustainability Fund**			
				$ 20,000.00	
1/31/2022	536	transfer to 534 - Reso. 21-45	$ 20,000.00		
				$ 20,000.00	$ 20,000.00
				$ -	
					$ 196,441.00

AGENDA ITEM NO. 7.B
Action Item

HONEY LAKE VALLEY RECREATION AUTHORITY AGENDA ITEM

Submitted By:	Reesa Rice, Public Works
Action Date:	February 15, 2022
SUBJECT:	Consider City Reimbursement request for the period of January 8, 2022 through February 4, 2022
PRESENTED BY:	Robert Godman, HLVRA 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 January 8, 2022 through February 4, 2022.
FISCAL IMPACT:	$2,095.33 in Administrative Services costs and $7,668.80 in Pool Operational Employee Staff time for a total of $9,764.13
ACTION REQUESTED:	Motion to approve City Reimbursement Request

ATTACHMENTS:
Invoice.pdf

City of Susanville
Administrative Services Department

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

INVOICE

Invoice Date: February 15, 2022 **Account #:4493**

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

TOTAL DUE: $9,764.13
Payment Due: UPON RECEIPT

SUBJECT: Reimbursement for Administrative, Management & Operational Services and Associated Direct Costs January 8, 2022 – February 4, 2022

Description:	
Reimbursement for Administrative Services (01/08/2022-02/04/2022)	$ 2,095.33
Reimbursement for Pool Employees (01/08/2022-02/04/2022)	$ 7,668.80
TOTAL DUE	**$ 9,764.13**

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: $ 9,764.13
Payment Due: UPON RECEIPT

Amount Paid: $

Date of Invoice February 15, 2022

January 8 - February 4, 2022

Administrative	Hours	Wage	
Executive Officer	9.00	$ 122.64	$ 1,103.76
Executive Officer		$ 85.97	$ -
Secretary	19.00	$ 50.33	$ 956.27
Clerk	0.50	$ 70.60	$ 35.30
Building Official		$ 59.67	$ -
Total	28.50		$ 2,095.33

Pool Employees	Hours	Wage	
Pool Manager	160.00	$ 47.93	$ 7,668.80
Overtime - Manager		$ -	$ -
			$ -
Assistant Pool Manager		$ 23.46	$ -
Overtime - Asst. Manager		$ -	$ -
			$ -
Head Swim Instructor		$ 19.75	$ -
			$ -
Head Program Instructor		$ 19.26	$ -
			$ -
Head Lifeguard		$ 19.26	$ -
			$ -
Lifeguards/Swim Instructors		$ 16.62	$ -
			$ -
Total	160.00		$ 7,668.80

Training (Lifeguard Trainer) - travel expenses	$ -	
		$ 9,764.13

AGENDA ITEM NO. 7.C
Discussion Item

HONEY LAKE VALLEY RECREATION AUTHORITY AGENDA ITEM

Submitted By: Reesa Rice, Public Works

Action Date: February 15, 2022

SUBJECT: Review of HLVRA accounts 534 Pool Sustainability, 535 Facility Improvement and 536 Operations Fund

PRESENTED BY: Reesa Rice, Pool Director

SUMMARY: During the January 18, 2022 board meeting there was discussion regarding the different HLVRA fund accounts. The three accounts are Fund 534 HLVRA Sustainability, Fund 535 HLVRA Facility Improvement and Fund 536 Operations/General. The 534 HLVRA Sustainability Fund was adopted by Resolution No. 19-34 and the 535 HLVRA Facility Improvement fund was adopted by Resolution No. 19-33 at the September 17, 2019 HLVRA board meeting. The purpose of the 534 Sustainability Fund was to set aside money on an annual basis to accommodate for the high costs of long term maintenance at the pool facility. Some of these items could include: repaving the parking lot, re-plastering the pool, painting the building, replacing motors or a multitude of other things that will eventually need to be repaired or replaced at the facility. Prior board members were concerned that if money was not intentionally set aside for the long term needs of the facility that the financial impacts when these needs arise would have detrimental impacts to the solvency of the pool. The resolution for the 534 Sustainability Fund states that the HLVRA desires to transfer $10,000 annually into the fund. However, the board will determine how much can be transferred each year as part of the budget process. The 535 Facility Improvement Fund is a restricted fund that allows the board to set aside money for specific projects of a significant size (over $5000). In the past this was the fund used to earmark the diving board donations. This account may also assist in Grant matching funds if the need arises. Currently neither of these funds have an adopted budget and that is why they show a $0 on the County Revenue Sheet. The amount currently in the accounts can be seen in the first page of the general ledger summary. The money that was set aside for projects in the previous fiscal year was adopted in the 2021/2022 Budget and is represented in account 340 "Fixed Assets" and can be seen on page 2 of the County's Budget Status Report. The 536 General Fund reflects the pools operating budget. The County's budget status report reflects a

comprehensive view of the budgetary needs of the pool as well as the city's expenditure detail report. The newly included pivot table also reflects a comprehensive overview of the 536 Budget. The Pivot table will be included in the financial in the upcoming agenda's.

FISCAL IMPACT: None

ACTION REQUESTED: Information Only

ATTACHMENTS:
HLVRA Res. No. 19-33 Facility Improvement Fund.pdf
HLVRA Res. No. 19-34 Sustainability Fund.pdf
Pivot Table 2022.pdf

RESOLUTION No. 19-33

A RESOLUTION OF THE HONEY LAKE VALLEY RECREATION AUTHORITY (HLVRA) CREATING A RESTRICTED FACILITY IMPROVEMENT FUND TO BE HELD IN RESERVE AND DISPERSED BY ACTION OF THE HLVRA GOVERNING BOARD FOR THE PURPOSE OF FUNDING SIGNIFICANT FACILITY EXPANSION (PROJECTS OVER $5000) OR SIGNIFICANT NEW AMENITIES (PROJECTS OVER $5000) FOR THE HONEY LAKE VALLEY COMMUNITY POOL FACILITY

WHEREAS: The Honey Lake Valley Recreation Authority (HLVRA) is a joint powers agency between the City of Susanville and the County of Lassen; and

WHEREAS: The purpose of the HLVRA is to provide recreation facilities to the residents of Lassen County; and

WHEREAS: The HLVRA is the owner and operator of the Honey Lake Valley Community Pool (HLVCP); and

WHEREAS: Constructed in July 2017 the HLVCP facility includes an outdoor pool with perimeter fencing; parking lot; pool house, office, mechanical room; mechanical system including pumps, filters, heat exchangers, backwash tanks and other amenities; and

WHEREAS: To provide additional facilities and amenities for the HLVCP the HLVRA governing board desires to create a restricted fund for facility improvements; and

WHEREAS: The HLVRA Governing Board recognizes that there have been and will likely continue to be funds available from donations, grants, and/or annual savings in operational costs that can be set aside in a restricted fund for significant facility improvements; and

WHEREAS: The HLVRA Governing Board is desirous of defining allowable uses for the restricted fund, setting a minimum project threshold for utilization of the fund, and providing a mechanism to override the use restriction of the fund as needed;

NOW THEREFORE BE IT RESOLVED by the HLVRA Governing Board as follows:

1) A Fund entitled "Honey Lake Valley Community Pool Facility Improvement Fund" (Pool Improvement Fund) is created.
2) The HLRVA will endeavor to transfer funds annually into the Pool Facility Improvement Fund, as financial resources allow.
3) The Pool Facility Improvement Fund is restricted for Significant Improvement Projects.
4) Significant Improvements for the purpose of the Pool Facility Improvement Fund is defined as projects resulting in new facilities or amenities for the HLVCP, located at 800 South ST totaling of $5,000 dollars or more, per project.
5) A minimum cost threshold is set at $5,000 per project. For the purpose of the Pool Facility Improvement Fund a project is defined as any combination of outside labor, materials, and equipment necessary to complete a Significant Improvement. All projects to be completed using the Facility Sustainability Fund must be approved by resolution of the HLVRA Governing Board.

6) Upon 4/5 vote of the HLVRA Governing Board the Pool Facility Sustainability Fund may be used for any purpose under the jurisdiction of the HLVRA Governing Board.

The foregoing Resolution No: 19-33 was approved by the HLVRA Governing Board on September 17, 2019 by the following vote:

AYES: Moore, Teeter, Riggs & Wilson

NOES: None

ABSTAINED: None

ABSENT: Hemphill

APPROVED:

Brian Wilson, President

ATTEST:

Heidi Whitlock, HLVRA Secretary

APPROVED AS TO FORM:

Maggie Stern, Kronick Moskovitz Tiedmann & Girard

RESOLUTION No. 19-34

A RESOLUTION OF THE HONEY LAKE VALLEY RECREATION AUTHORITY (HLVRA) CREATING A RESTRICTED FACILITY SUSTAINABILITY FUND TO BE HELD IN RESERVE AND DISPERSED BY ACTION OF THE HLVRA GOVERNING BOARD FOR THE PURPOSE OF FUNDING SIGNIFICANT MAINTENANCE AND REPAIR (PROJECTS OVER $5000) OF THE HONEY LAKE VALLEY COMMUNITY POOL FACILITY AND/OR REPLACEMENT OF VARIOUS APPURTNENANCES AND DEVICES UTILIZED FOR THE OPERATION OF THE HONEY LAKE VALLEY COMMUNITY POOL FACILITY

WHEREAS: The Honey Lake Valley Recreation Authority (HLVRA) is a joint powers agency between the City of Susanville and the County of Lassen; and

WHEREAS: The purpose of the HLVRA is to provide recreation facilities to the residents of Lassen County; and

WHEREAS: The HLVRA is the owner and operator of the Honey Lake Valley Community Pool (HLVCP); and

WHEREAS: Constructed in July 2017 the HLVCP facility includes an outdoor pool with perimeter fencing; parking lot; pool house, office, mechanical room; mechanical system including pumps, filters, heat exchangers, backwash tanks and other amenities; and

WHEREAS: Over time the existing facilities and future improvements will require maintenance, upkeep, repair and replacement; and

WHEREAS: The HLVRA Governing Board recognizes that there will be annual and routine maintenance performed through the annual operating budget; and

WHEREAS: The HLVRA Governing Board is desirous of establishing a restricted fund that can be utilized for the purpose of performing significant maintenance at the pool facility, which may include repairing and replacing equipment that has reached its useful life or has failed; and

WHEREAS: The HLVRA Governing Board is desirous of defining allowable uses for the restricted fund, setting a minimum project threshold for utilization of the fund, and providing a mechanism to override the use restriction of the fund as needed;

NOW THEREFORE BE IT RESOLVED by the HLVRA Governing Board as follows:

1) A Fund entitled "Honey Lake Valley Community Pool Facility Sustainability Fund" (Pool Sustainability Fund) is created.
2) The HLRVA will endeavor to transfer $10,000 annually into the Pool Facility Sustainability Fund, as financial resources allow.
3) For Fiscal Year 2019-2020 the HLVRA will transfer $30,000 to account for Fiscal years 2017-2018; 2018-2019; and 2019-2020.
4) The Facility Sustainability Fund is restricted for significant maintenance projects.
5) Significant Maintenance for the purpose of the Pool Facility Sustainability Fund is defined as projects for the following items performed at a cost total of $5,000 dollars or more: As to the mechanical system of the pool facility, significant maintenance includes the repair

and/or replacement and/or servicing of established equipment necessary for the operation of the pool. As to the non-mechanical systems of the pool facility, significant maintenance includes any of the following items 1) building repair and/or appurtenance replacement of established buildings; 2) sealing, striping, repair and or replacement of established parking areas; 3) pool and pool deck repair and or replacement of established pools and pool decks. 4) any other established amenities at the HLVRP that require service to extend the useful life, or to repair or replace established amenities.

6) A minimum cost threshold is set at $5,000 per project. For the purpose of the Pool Facility Sustainability Fund a project is defined as any combination of outside labor, materials, and equipment necessary to perform significant maintenance. All projects to be completed using the Facility Sustainability Fund must be approved by resolution of the HLVRA Governing Board.
7) Upon 4/5 vote of the HLVRA Governing Board the Pool Facility Sustainability Fund may be used for any purpose under the jurisdiction of the HLVRA Governing Board.

The foregoing Resolution No: 19-34 was approved by the HLVRA Governing Board on September 17, 2019 by the following vote:

AYES: Moore, Wilson, Riggs & Teeter

NOES: None

ABSTAINED: None

ABSENT: Hemphill

APPROVED:

Brian Wilson, President

ATTEST:

Heidi Whitlock, HLVRA Secretary

APPROVED AS TO FORM:

Maggie Stern, Kronick Moskovitz Tiedmann & Girard

2021/2022 HLVRA PROJECTED BUDGET REVENUES AND EXPENSES

EXPENSES

		2021							2021 Total	2022						2022 Total	Grand Total	Budget	Projected % to be expended by June 30th
	Sum of Expense	Jul	Aug	Sep	Oct	Nov	Dec			Jan	Feb	Mar	Apr	May	Jun				
1	3001150 - Safety Equipment and Clothing	$ 37.43	$ 975.00	$ 29.97				$ 1,042.40						$ 380.00	$ 600.00	$ 980.00	$ 2,022.40	$ 1,000.00	202%
2	3001200 - Communications	$ 219.90	$ 228.95	$ 228.95	$ 218.48	$ 227.53	$ 218.48	$ 1,342.29		$ 225.50	$ 217.09	$ 210.00	$ 220.00	$ 220.00		$ 1,092.59	$ 2,434.88	$ 2,700.00	90%
3	3001400 - Household Expenses	$ 355.12						$ 355.12						$ 190.00	$ 800.00	$ 990.00	$ 1,345.12	$ 2,000.00	67%
4	3001500 - Insurance	$ 8,326.50					$ 8,326.50	$ 16,653.00									$ 16,653.00	$ 13,600.00	122%
5	3001705 - Maintenance - Pool	$ 6,193.46	$ 1,778.07	$ 3,330.74	$ 460.65	$ 2,339.07	$ 962.06	$ 15,064.05			$ 108.73			$ 5,030.00	$ 10,090.00	$ 15,228.73	$ 30,292.78	$ 26,000.00	117%
6	3002200 - Office Expenses	$ 69.61	$ 109.99					$ 179.60		$ 2,249.50				$ 200.00	$ 120.00	$ 2,569.50	$ 2,749.10	$ 2,000.00	137%
7	3002250 - Bank & Credit Card Fees																	$ -	
8	3002251 - Cash Over/Short				$ 0.10			$ 0.10									$ 0.10	$ -	
9	3002300 - Prof. & Spec. Services (City Staff, Auditors, Legal)	$ 400.00	$ 32.00	$ 4,350.12	$ 1,410.44	$ 1,923.70		$ 8,116.26		$ 3,750.51	$ 1,030.00	$ 980.00	$ 2,490.00	$ 640.00	$ 2,240.00	$ 11,130.51	$ 19,246.77	$ 27,400.00	70%
10	3002359 - Contract Staff Services (Pool Employees)		$ 28,680.14	$ 17,137.99	$ 10,466.37	$ 6,165.80		$ 62,450.30		$ 15,108.00	$ 18,000.00	$ 7,600.00	$ 12,000.00	$ 17,490.00	$ 28,120.00	$ 98,318.00	$ 160,768.30	$ 182,900.00	88%
11	3002400 - Publications/Legal Notices												$ 110.00	$ 770.00	$ 370.00	$ 1,250.00	$ 1,250.00	$ 1,000.00	125%
12	3002701 - Non-Capitalized Equipment (under $5,000)												$ 180.00			$ 180.00	$ 180.00	$ 5,000.00	4%
13	3002800 - Special Departmental Expense	$ 4,820.00	$ 4,815.00	$ 690.00	$ 360.00			$ 10,685.00									$ 10,685.00	$ -	
14	3002801 - County Wide Allocations (Quarterly)			$ 752.20				$ 752.20		$ 1,600.00	$ 1,600.00					$ 3,200.00	$ 3,952.20	$ 5,230.00	76%
15	3002807 - Electronic Surveilence	$ 25.00	$ 25.00	$ 25.00	$ 25.00	$ 25.00	$ 40.00	$ 165.00		$ 420.00	$ 80.00	$ 30.00	$ 30.00	$ 30.00	$ 50.00	$ 640.00	$ 805.00	$ 1,000.00	81%
16	3002901 - Conferences/Training		$ 258.00					$ 258.00					$ 1,940.00			$ 1,940.00	$ 2,198.00	$ 2,000.00	110%
17	3003010 - Utilities - Electric	$ 832.80		$ 1,515.98	$ 1,714.66	$ 2,346.01	$ 974.22	$ 7,383.67		$ 1,867.86	$ 670.00	$ 790.00	$ 670.00	$ 990.00	$ 3,050.00	$ 8,037.86	$ 15,421.53	$ 15,500.00	99%
18	3003020 - Utilities - Water						$ 8.32	$ 8.32									$ 8.32	$ -	
19	3003030 - Utilities - Sewer	$ 156.00		$ 156.00		$ 156.00		$ 468.00		$ 156.00		$ 156.00		$ 156.00		$ 468.00	$ 936.00	$ 800.00	117%
20	3003040 - Utilities- Trash	$ 198.75	$ 198.75	$ 198.75	$ 197.64			$ 793.89					$ 100.00	$ 200.00	$ 200.00	$ 500.00	$ 1,293.89	$ 1,200.00	108%
21	3003050 - Utilities - Natural Gas			$ 259.19	$ 822.43	$ 192.73		$ 1,274.35		$ 10.00	$ 10.00	$ 10.00	$ 10.00	$ 10.00	$ 540.00	$ 590.00	$ 1,864.35	$ 500.00	373%
22	3003060 - Utilities - Geothermal			$ 2,269.33	$ 679.93	$ 927.10	$ 1,295.78	$ 5,172.14		$ 380.00	$ 380.00	$ 380.00	$ 380.00	$ 380.00	$ 900.00	$ 2,800.00	$ 7,972.14	$ 11,000.00	72%
23	3003206 - Swim Team																	$ -	
24	3004900 - Depreciation																	$ -	
25	3005500 - Store Concessions	$ 342.44	$ 201.57	$ 25.00				$ 569.01						$ 320.00	$ 450.00	$ 770.00	$ 1,339.01	$ 1,600.00	84%
26	3005501 - Recreation Activity Supplies														$ 90.00	$ 90.00	$ 90.00	$ 500.00	18%
27	3006050 - Landscaping & Improvements																	$ -	
28	3006100 - Building & Equipment		$ 339.00			$ 7,763.41	$ 2,218.79	$ 10,321.20				$ 5,500.00	$ 9,500.00			$ 15,000.00	$ 25,321.20	$ 42,500.00	60%
29	3010000 - Appropriation For Contingencies																	$ -	
30	**Grand Total**	**$ 21,977.01**	**$ 37,641.47**	**$ 30,969.22**	**$ 16,355.70**	**$ 22,066.35**	**$ 14,044.15**	**$ 143,053.90**		**$ 25,767.37**	**$ 22,095.82**	**$ 15,656.00**	**$ 27,630.00**	**$ 27,006.00**	**$ 47,620.00**	**$ 165,775.19**	**$ 308,829.09**	$ 345,430.00	89%
31																			
32	Budgeted Expenses *	$ 42,019.48	$ 29,125.36	$ 28,559.48	$ 25,449.25	$ 9,772.01	$ 7,176.65			$ 13,617.77	$ 5,852.70	$ 4,759.91	$ 15,572.17	$ 27,466.70	$ 48,828.52				
33																			
34	REVENUES																		
35	Aproximate Operational Revenue Received 18-19	$ 26,500.00	$ 12,000.00	$ 5,000.00									$ 14,500.00	$ 14,500.00	$ 37,450.00				
36	Adjustments												$ 800.00	$ 400.00	$ 9,315.00				
35	Budgeted Operational Revenue	$ 36,000.00	$ 12,000.00	$ 5,000.00	$ -	$ -	$ -	$ 53,000.00		$ -	$ -	$ -	$ 13,700.00	$ 14,000.00	$ 28,000.00	$ 55,700.00	$ 108,700.00		
36	Actual Operational Revenue	$ 30,763.00	$ -					$ 30,763.00								$ -	$ 30,763.00		
37								$ -								$ -	$ -		
38	Projected Operational Revenue	$ 30,763.00	$ 12,000.00	$ 5,000.00	$ -	$ -	$ -	$ 47,763.00		$ -	$ -	$ -	$ 13,700.00	$ 14,000.00	$ 28,000.00	$ 55,700.00	$ 103,463.00		
39	City/County			$ 80,000.00		$ 80,000.00		$ 160,000.00								$ -	$ 160,000.00		
40	Grand Total (Projected revenue & Agency Contributions)																	$ 263,463.00	
41	Transfers Out to 534 & 535																	$ 30,000.00	
42	Fund Balance Carry Over																	$ 133,817.19	ESTIMATE/ACTUAL TBD
43																			
44																			
45																PROJECTED ENDING CASH BALANCE REVENUE OVER EXPENSES		$ (75,366.09)	
46																PROJECTED ENDING CASH BALANCE INCLUDING FUND BALANCE CARRY OVER		$ 58,451.10	
47																			
48																			
50	DATE PREPARED: 2/3/2022																		

AGENDA ITEM NO. 7.D
Action Item

HONEY LAKE VALLEY RECREATION AUTHORITY AGENDA ITEM

Submitted By: Reesa Rice, Public Works

Action Date: February 15, 2022

SUBJECT: Consider Resolution No 22-48 amending the Honey Lake Valley Recreation Authority Fiscal Year 2021/2022 Budget

PRESENTED BY: Reesa Rice, Pool Director

SUMMARY: Per the discussion in item 7.D during the Mid Year Budget Review it is proposed to amend the 2021/2022 budget. The following changes were discussed and are recommended to the Revenues:

1. Increase to Daily Passes/Public Swim ($2,500)
2. Increase to Swim Team (Anticipated increase of $5,000)
3. Increase to Summer Passes ($10,200)
4. Increase to Lessons ($5,000)
5. Increase to Daily Programs ($1,500)
6. Increase to Parties/Rentals ($3,000)
7. Increase to Concessions ($500)
8. Increase to 10 Punch Cards ($3,000)

The following changes were discussed and are recommended to the Expenditures:

1. Decrease Capital Improvements ($20,000 - Chlorination System Replacement Project)
2. Decrease Professional & Specialized Services ($1,000)
3. Increase Publications and Legal Notices ($1,000)
4. Increase Safety Equipment and Supplies ($500)
5. Increase Office Supplies ($2,200)
6. Increase Concession Purchases ($500)
7. Increase Sewer ($200)
8. Increase Natural Gas ($1,000)
9. Increase Staffing ($13,000)
10. Increase Certifications ($1,500)
11. Increase Insurance ($3,053)

FISCAL IMPACT: Anticipated increase of $30,700 in revenues
Anticipated increase expenditures by $21,953
Suggested reduction of chlorination system project $20,000

ACTION REQUESTED: Motion to approve Resolution No 22-48 amending the Honey Lake Valley Recreation Authority Fiscal Year 2021/2022 Budget

ATTACHMENTS:

Amended Budget Proposal. Draft.pdf
Res. No. 22-48 Amending 2021 2022 Budget.docx
HLVRA Res. No. 21-45 2021.2022 Budget.pdf

Proposed Amended 2021/2022 Budget -Honey Lake Valley Community Pool

Acct #	Revenues:			
2003203	Daily Passes (Public Swim)		$32,500.00	
2003206	Lassen Aquatics (Swim Team)		$10,000.00	
2003214	Summer Passes		$24,200.00	
2007400	City/County- Annual Contribution		$160,000.00	
2010611	Swim Lessons		$45,000.00	
2010660	Programming Daily		$4,500.00	
2010661	Parties/Events Rentals		$7,000.00	
2010662	Concession Revenues		$4,000.00	
2010663	School Rentals		$4,000.00	
2010664	LHS Swim Team		$0.00	
2010665	Punch Cards		$11,000.00	
2010667	Programming Monthly		$18,000.00	
2010688	LCC Adaptive PE Class		$0.00	
2011200	Miscellaneous (lock rentals etc)		$100.00	
2011300	Donations/Contributions		$0.00	
	Transfer from Fund Balance	not yet available	$50,000.00	
	Total Revenues		$370,300.00	

	Expenses: (for fiscal year)			
	SERVICES			
3002300	Professional & Specialized Services (City staff time/Auditors/Attorney/CAPRI Dues)		$25,900.00	Resolution 20-39
3002400	Publications/Marketing/Legal Notices		$2,000.00	
3002801	County Wide Allocation		$5,230.00	
	SUPPLIES			
3001150	Safety Equipment & supplies		$1,500.00	
3001400	Janitorial Supplies		$2,000.00	
3001705	Maintenance (Chemicals, etc...)		$26,000.00	
3002200	Office Supplies		$4,200.00	
3005500	Concession Items		$2,100.00	
3005501	Recreational Activity Supplies		$500.00	
	UTILITIES			
3001200	Communications (Phone & Internet)		$2,700.00	
3002807	Surveilence		$1,000.00	
3003010	Electric		$15,500.00	
3003030	Sewer		$1,000.00	
3003040	Trash Service		$1,200.00	
3003050	Natural Gas		$1,500.00	
3003060	Geothermal		$11,000.00	
	FIXED ASSETS			
	Building and Improvement			
3002701	Non- Capitalized Equipment		$2,500.00	
3004900	Depreciation Costs		$0.00	
3006050	**Landscaping and Improvements including:**		$0.00	
3006100	Building and Equipment		$22,500.00	Resolution 21-42
	STAFFING			
3002359	Staffing (Pool Employees)		$195,171.60	Resolution 20-39
3002901	Training - Certifications		$3,500.00	
	ANNUAL LAND EXPENSES			
3001500	Insurance Costs		$16,653.00	
	Total Expenses (Line Items)		$343,654.60	
3010000	**Provisions for Contingencies**		$0.00	
3007000	Transfer Out to Facility Sustainability Fund (534)		$20,000.00	Resolution 19-34
3007000	Transfer Out to Facility Improvement Fund (535)		$5,000.00	Resolution 19-33
	Expense Total		$368,654.60	
	Revenue Over (Under) Expenses		$1,645.40	

RESOLUTION NUMBER 22-48
A RESOLUTION OF THE HONEY LAKE VALLEY RECREATION AUTHORITY
AMENDING THE HONEY LAKE VALLEY RECREATION AUTHORITY
FISCAL YEAR 2021/2022 BUDGET

WHEREAS, the Honey Lake Valley Recreation Authority (HLVRA) adopted the fiscal year 2021/2022 budget on June 15, 2021, which is attached hereto as Attachment 1; and

WHEREAS, HLVRA staff has determined the need to make changes to the adopted budget; and

WHEREAS, the HLVRA Board reviewed the proposed amended budget, which is attached hereto as Attachment 2, at the February 15th meeting, and approves the amended budget.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Honey Lake Valley Recreation Authority hereby approves and adopts the amended budget for the 2021/2022 fiscal year, as set forth in Attachment 2 hereto.

Approved: _____
Mendy Schuster, President

Attest: _____
Jolene Arredondo, Secretary

The foregoing Resolution Number 22-48 was approved and adopted at a regular meeting of the Honey Lake Valley Recreation Authority held on the 15th day of February 2022, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

_____
Jolene Arredondo, Secretary

RESOLUTION NUMBER 21-45
A RESOLUTION OF THE HONEY LAKE VALLEY RECREATION AUTHORITY
ADOPTING THE HONEY LAKE VALLEY RECREATION AUTHORITY
FISCAL YEAR 2021/2022 BUDGET

WHEREAS, the Board of the Honey Lake Valley Recreation Authority (HLVRA) has received and reviewed the proposed Fiscal Year 2021/2022 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 2021/2022 HLVRA Budget, as set forth in Exhibit A, is hereby adopted.

Approved: _____
Mendy Schuster, President

Attest: _____
Jolene Arredondo, Secretary

The foregoing **Resolution Number 21-45** was approved and adopted at a regular meeting of the Honey Lake Valley Recreation Authority held on the 15th day of June 2021, by the following vote:

AYES: SCHUSTER, MOORE, HEMPHILL, BRIDGES
NOES:
ABSENT: RIGGS
ABSTAINING:

_____
Jolene Arredondo, Secretary

Exhibit "A"

Proposed 2021/2022 Budget -Honey Lake Valley Community Pool

Adopted 6/15/2021, Resolution No. 21-45

Acct #	Revenues:		
2003203	Daily Passes (Public Swim)		$30,000.00
2003206	Lassen Aquatics (Swim Team)		$5,000.00
2003214	Summer Passes		$14,000.00
2007400	City/County- Annual Contribution		$160,000.00
2010611	Swim Lessons		$40,000.00
2010660	Programming Daily		$3,000.00
2010661	Parties/Events Rentals		$4,000.00
2010662	Concession Revenues		$3,500.00
2010663	School Rentals		$4,000.00
2010664	LHS Swim Team		$0.00
2010665	Punch Cards		$8,000.00
2010667	Programming Monthly		$18,000.00
2010688	LCC Adaptive PE Class		$0.00
2011200	Miscellaneous (lock rentals etc)		$100.00
2011300	Donations/Contributions		$0.00
	Transfer from Fund Balance	not yet available	$92,500.00
	Total Revenues		$382,100.00

	Expenses: (for fiscal year)		
	SERVICES		
3002300	Professional & Specialized Services (City staff time/Auditors/Attorney/CAPRI Dues)		$27,400.00
3002400	Publications/Marketing/Legal Notices		$1,000.00
3002801	County Wide Allocation		$5,230.00
	SUPPLIES		
3001150	Safety Equipment & supplies		$1,000.00
3001400	Janitorial Supplies		$2,000.00
3001705	Maintenance (Chemicals, etc...)		$26,000.00
3002200	Office Supplies		$2,000.00
3005500	Concession Items		$1,600.00
3005501	Recreational Activity Supplies		$500.00
	UTILITIES		
3001200	Communications (Phone & Internet)		$2,700.00
3002807	Surveilence		$1,000.00
3003010	Electric		$15,500.00
3003030	Sewer		$800.00
3003040	Trash Service		$1,200.00
3003050	Natural Gas		$500.00
3003060	Geothermal		$11,000.00
	FIXED ASSETS		
	Building and Improvement		
3002701	Non- Capitalized Equipment		$5,000.00
3004900	Depreciation Costs		$0.00
3006050	**Landscaping and Improvements including:**		$0.00
3006100	Building and Equipment		$42,500.00
	STAFFING		
3002359	Staffing (Pool Employees)		$182,900.00
3002901	Training - Certifications		$2,000.00
	ANNUAL LAND EXPENSES		
3001500	Insurance Costs		$13,600.00
	Total Expenses (Line Items)		$345,430.00
3010000	**Provisions for Contingencies**		$0.00
3007000	Transfer Out to Facility Sustainability Fund (534)		$20,000.00
3007000	Transfer Out to Facility Improvement Fund (535)		$5,000.00
	Expense Total		$370,430.00
	Revenue Over (Under) Expenses		$11,670.00

AGENDA ITEM NO. 7.E
Action Item

HONEY LAKE VALLEY RECREATION AUTHORITY AGENDA ITEM

Submitted By: Reesa Rice, Public Works

Action Date: February 15, 2022

SUBJECT: Consider proposed Pool Schedules for the upcoming 2022 Season

PRESENTED BY: Bob Godman, Executive Officer

SUMMARY: The HLVRA ad hoc committee met monthly to discuss schedule options for the upcoming 2022 Pool season. The preferred options were presented for the boards review at the January 18, 2022 board meeting. During the meeting the board requested attendance records for the 2018 April season. I also included attendance records for October 2019 and May 2021 as well as some additional language during the closures between programs. The amended schedules and requested information is attached for boards consideration and review.

FISCAL IMPACT: Additional $8,000 - $12,000 expense for the abridged shoulder season

ACTION REQUESTED: Motion to approve 2022 Spring, Summer and Fall Honey Lake Valley Community Pool schedules

ATTACHMENTS:
Lap Swim April.pdf
Aqua Aerobics April.pdf
May Lap 2021.pdf
May Aqua.pdf
Oct Lap.pdf
Oct Aqua.pdf
Spring schedule 2022.pdf
Summer Schedule 2022.pdf
Fall Schedule 2022.pdf

Lap Swim April 2018									
Date	6:00 AM	10:00 AM	5:30 PM			Income	Hours	Cost/Hour	Total
3-Jan	3	4	6	13	$ 4.00	$ 52.00	3	38.54	$ 115.62
3-Apr	4		10	14	$ 4.00	$ 56.00	3	38.54	$ 115.62
4-Apr	2	3	14	19	$ 4.00	$ 76.00	3	38.54	$ 115.62
5-Apr	6		4	10	$ 4.00	$ 40.00	3	38.54	$ 115.62
6-Apr	5	1	9	15	$ 4.00	$ 60.00	3	38.54	$ 115.62
7-Apr		5		5	$ 4.00	$ 20.00	1.5	38.54	$ 57.81
9-Apr	7	6	13	26	$ 4.00	$ 104.00	3	38.54	$ 115.62
10-Apr	9		11	20	$ 4.00	$ 80.00	3	38.54	$ 115.62
11-Apr	9	6	3	18	$ 4.00	$ 72.00	3	38.54	$ 115.62
12-Apr	3		12	15	$ 4.00	$ 60.00	3	38.54	$ 115.62
13-Apr	4	5	12	21	$ 4.00	$ 84.00	3	38.54	$ 115.62
14-Apr		10		10	$ 4.00	$ 40.00	1.5	38.54	$ 57.81
16-Apr	4	4	4	12	$ 4.00	$ 48.00	3	38.54	$ 115.62
17-Apr	4		11	15	$ 4.00	$ 60.00	3	38.54	$ 115.62
18-Apr	3	6	10	19	$ 4.00	$ 76.00	3	38.54	$ 115.62
19-Apr	7		14	21	$ 4.00	$ 84.00	3	38.54	$ 115.62
20-Apr	6	9	13	28	$ 4.00	$ 112.00	3	38.54	$ 115.62
21-Apr		9		9	$ 4.00	$ 36.00	1.5	38.54	$ 57.81
23-Apr	7	5	20	32	$ 4.00	$ 128.00	3	38.54	$ 115.62
24-Apr	9		13	22	$ 4.00	$ 88.00	3	38.54	$ 115.62
25-Apr	11	5	15	31	$ 4.00	$ 124.00	3	38.54	$ 115.62
26-Apr	9		thunder	9	$ 4.00	$ 36.00	3	38.54	$ 115.62
27-Apr	7	9	6	22	$ 4.00	$ 88.00	3	38.54	$ 115.62
28-Apr		8		8	$ 4.00	$ 32.00	1.5	38.54	$ 57.81
30-Apr	6	7	6	19	$ 4.00	$ 76.00	3	38.54	$ 115.62
						$ 1,732.00	69		$ 2,659.26

The lap swimming program needs 30 - 32 swimmers a day to cover staffing costs.

Aqua Aerobics 2018

10:00 AM	Income	hours	cost/hour	Total
6	$ 36.00	1.5	$ 42.18	$ 63.27
7	$ 42.00	1.5	$ 42.18	$ 63.27
2	$ 12.00	1.5	$ 42.18	$ 63.27
9	$ 54.00	1.5	$ 42.18	$ 63.27
12	$ 72.00	1.5	$ 42.18	$ 63.27
10	$ 60.00	1.5	$ 42.18	$ 63.27
0		1.5	$ 42.18	$ 63.27
5	$ 30.00	1.5	$ 42.18	$ 63.27
10	$ 60.00	1.5	$ 42.18	$ 63.27
9	$ 54.00	1.5	$ 42.18	$ 63.27
14	$ 84.00	1.5	$ 42.18	$ 63.27
11	$ 66.00	1.5	$ 42.18	$ 63.27
7	$ 42.00	1.5	$ 42.18	$ 63.27
Totals	$ 612.00	19.5	$ 548.34	$ 822.51

The aqua aerobics class doesn't cover staffing costs until the class average is 12 students.

May Lap Swim 2021							
Date	6:00 AM	8:30 AM	5:30 PM		Income	Staff Cost	Total
3-May	5	10	5	20	$ 80.00	$ 38.54	$ 115.62
4-May	13		11	24	$ 96.00	$ 38.54	$ 115.62
5-May	8	15	15	38	$ 152.00	$ 38.54	$ 115.62
6-May	13		9	22	$ 88.00	$ 38.54	$ 115.62
7-May	12	15	8	35	$ 140.00	$ 38.54	$ 115.62
10-May	12	14	11	37	$ 148.00	$ 38.54	$ 115.62
11-May	10		15	25	$ 100.00	$ 38.54	$ 115.62
12-May	14	13	13	40	$ 160.00	$ 38.54	$ 115.62
13-May	12		11	23	$ 92.00	$ 38.54	$ 115.62
14-May	16	13	12	41	$ 164.00	$ 38.54	$ 115.62
17-May	11	18	15	44	$ 176.00	$ 38.54	$ 115.62
18-May	16		9	25	$ 100.00	$ 38.54	$ 115.62
19-May	17	14	9	40	$ 160.00	$ 38.54	$ 115.62
20-May	9		5	14	$ 56.00	$ 38.54	$ 115.62
21-May	7	9	4	20	$ 80.00	$ 38.54	$ 115.62
24-May	13	12	12	37	$ 148.00	$ 38.54	$ 115.62
25-May	15		13	28	$ 112.00	$ 38.54	$ 115.62
26-May	14	9	15	38	$ 152.00	$ 38.54	$ 115.62
27-May	10		12	22	$ 88.00	$ 38.54	$ 115.62
29-May	11		12	23	$ 92.00	$ 38.54	$ 115.62
					$ 2,384.00		$ 2,312.40

Needs 30-32 swimmer's daily to cover costs

May Aqua Aerobics 2021

8:30 AM	Income	hours	cost/hour	Total
15	$ 90.00	1.5	$ 42.18	$ 63.27
13	$ 78.00	1.5	$ 42.18	$ 63.27
13	$ 78.00	1.5	$ 42.18	$ 63.27
19	$ 114.00	1.5	$ 42.18	$ 63.27
11	$ 66.00	1.5	$ 42.18	$ 63.27
17	$ 102.00	1.5	$ 42.18	$ 63.27
22	$ 132.00	1.5	$ 42.18	$ 63.27
17	$ 102.00	1.5	$ 42.18	$ 63.27
6	$ 36.00	1.5	$ 42.18	$ 63.27
14	$ 84.00	1.5	$ 42.18	$ 63.27
19	$ 114.00	1.5	$ 42.18	$ 63.27
				$ 63.27
21	$ 126.00	1.5	$ 42.18	
Totals	$ 1,122.00	18	$ 506.16	$ 759.24

The aqua aerobics class doesn't cover staffing costs until the class average is 12 students.

October Lap Swim							
Date	9:00 AM	12:30 PM	5:30 PM	Total	Income	Staff Cost	Total
2-Oct	1	1	5	7	$ 28.00	$ 38.54	$ 57.81
3-Oct			5	5	$ 20.00	$ 38.54	$ 57.81
4-Oct	5		6	11	$ 44.00	$ 38.54	$ 57.81
7-Oct	3	1	7	11	$ 44.00	$ 38.54	$ 57.81
8-Oct			3	3	$ 12.00	$ 38.54	$ 57.81
9-Oct	5	1	4	10	$ 40.00	$ 38.54	$ 57.81
10-Oct			5	5	$ 20.00	$ 38.54	$ 57.81
11-Oct	3		5	8	$ 32.00	$ 38.54	$ 57.81
14-Oct	3		2	5	$ 20.00	$ 38.54	$ 57.81
15-Oct			6	6	$ 24.00	$ 38.54	$ 57.81
16-Oct			5	5	$ 20.00	$ 38.54	$ 57.81
17-Oct			6	6	$ 24.00	$ 38.54	$ 57.81
18-Oct			4	4	$ 16.00	$ 38.54	$ 57.81
21-Oct	2		10	12	$ 48.00	$ 38.54	$ 57.81
22-Oct			7	7	$ 28.00	$ 38.54	$ 57.81
22-Oct	1		9	10	$ 40.00	$ 38.54	$ 57.81
24-Oct			8	8	$ 32.00	$ 38.54	$ 57.81
25-Oct	3		8	11	$ 44.00	$ 38.54	$ 57.81
					$ 536.00		$ 1,040.58

Needs 30-32 swimmer's daily to cover costs

October Aqua Aerobics 2019

students	Income	hours	cost/hour	Total
11	$ 66.00	1.5	$ 42.18	$ 63.27
14	$ 84.00	1.5	$ 42.18	$ 63.27
15	$ 90.00	1.5	$ 42.18	$ 63.27
17	$ 102.00	1.5	$ 42.18	$ 63.27
14	$ 84.00	1.5	$ 42.18	$ 63.27
14	$ 84.00	1.5	$ 42.18	$ 63.27
15	$ 90.00	1.5	$ 42.18	$ 63.27
10	$ 60.00	1.5	$ 42.18	$ 63.27
12	$ 72.00	1.5	$ 42.18	$ 63.27
13	$ 78.00	1.5	$ 42.18	$ 63.27
11	$ 66.00	1.5	$ 42.18	$ 63.27
	$ 876.00			$ 695.97

Spring Abridged Schedule April 18th - April 30th					
	8:30 - 9:30 am	9:30 - 3:30 pm	1:30 - 3:00 pm	3:30 - 5:30 pm	5:45 - 6:45 pm
Monday	Maintenace	Possible Flex	D.V School	Team/Lessons	Lap/Walking
Tuesday	Maintenace	Possible Flex	Possible Flex	Team/Lessons	Lap/Walking
Wednesday	Maintenace	Possible Flex	Possible Flex	Team/Lessons	Lap/Walking
Thursday	Maintenace	Possible Flex	Possible Flex	Team/Lessons	Lap/Walking
Friday	Maintenace	Possible Flex	Possible Flex	Team/Lessons	Lap/Walking

Spring Schedule May 2nd - June 12th						
	6:00 -7:00am	Closed	8:30 - 9:30 am	9:30 - 3:30 pm	3:30 - 5:30	5:45 - 6:45 pm
Monday	Lap/Walking	Maintenance	Lap/Aerobics	Flex Programs	Swim Team	Lap/Walking
Tuesday	Maintenance	Maintenance	Lap/Walking	Flex Programs	Swim Team	Lap/Walking
Wednesday	Lap/Walking	Maintenance	Lap/Aerobics	Flex Programs	Swim Team	Lap/Walking
Thursday	Maintenance	Maintenance	Lap/Walking	Flex Programs	Swim Team	Lap/Walking
Friday	Lap/Walking	Maintenance	Lap/Aerobics	Flex Programs	Swim Team	Lap/Walking
		10:00 - 12:00	12:30 - 3:30 pm	4:00 - 6:00 pm		
Saturday		Pool Rental	Public Swim	Pool Rental		
Sunday			Public Swim			

Scheduled Dates Closures to Shock Pool
May 28th, 29th, 30th
(Memorial Day)

Summer Schedule June 13 - August 14th									
	6:00 - 7:00 am	7:00 - 9:00 am	8:00- 9:00 am	9:15 - 12:15 pm	Closed	1:00 - 4:30 pm	Closed	5:00 - 6:00pm	6:15 - 7:45 pm
Monday	Lap/Walking	Swim Team	Aqua Aerobics	Lessons/Lap	Cleaning	Public Swim	Cleaning	Lap/Walking	Lessons/Team
Tuesday	Cleaning	Swim Team	walking	Lessons/Lap	Cleaning	Public Swim	Cleaning	Lap/Walking	Family Swim
Wednesday	Lap/Walking	Swim Team	Aqua Aerobics	Lessons/Lap	Cleaning	Public Swim	Cleaning	Lap/Walking	Lessons/Team
Thursday	Cleaning	Swim Team	walking	Lessons/Lap	Cleaning	Public Swim	Cleaning	Lap/Walking	Family Swim
Friday	Lap/Walking	Cleaning	Aqua Aerobics	Maintenance	Cleaning	Public Swim	Cleaning	Lap/Walking	Lessons
	9:00 - 10:00 am	10:30 - 12:30pm	1:00 - 4:30 pm	5:00 - 7:00 pm					
Saturday	Lap Swim	Pool Rental	Public Swim	Pool Rental					
Sunday			Public Swim						

Scheduled Closure:
July 2, 3 and thru 9am on the 4th
(4th of July weekend)

Fall August 15th - September 30th						
	6:00 - 7:00 am	8:30 - 9:30 am	9:45 - 12:15 pm	12:30 -2:00 pm	3:30 - 5:30 pm	5:45 - 6:45 pm
Monday	Lap/Walking	Aqua Aerobics	Flex Programs	LCC A.D Class	Team / Lessons	Lap Swim
Tuesday	Lap/Walking	Lap/Walking	Flex Programs	Flex Programs	Team / Lessons	Lap Swim
Wednesday	Lap/Walking	Aqua Aerobics	Flex Programs	LCC A.D Class	Team / Lessons	Lap Swim
Thursday	Lap/Walking	Lap/Walking	Flex Programs	Flex Programs	Team / Lessons	Lap Swim
Friday	Lap/Walking	Aqua Aerobics	Flex Programs	Flex Programs	Team / Lessons	Lap Swim
		10:00 -12:00 pm	12:30 - 3:30 pm	4:00 - 6:00 pm		
Saturday		Pool Rental	Public Swim	Pool Rental		
Sunday			Public Swim			

October 3rd - 28th				
	9:00 - 10:00am	10:00 - 12:30	12:30 - 2:00 pm	3:30 - 5:30 pm
Monday	Aerobics/Lap	Maintenance	LCC AD	Swim Team
Tuesday		Maintenance	Flex Programs	Swim Team
Wednesday	Aerobics/Lap	Maintenance	LCC AD	Swim Team
Thursday		Maintenance	Flex Programs	Swim Team
Friday	Aerobics/Lap	Maintenance	Flex Programs	Swim Team
Saturday	Rental Upon Request			

Scheduled Closures

September 3rd, 4th, 5th (Labor Day)

AGENDA ITEM NO. 7.F
Action Item

HONEY LAKE VALLEY RECREATION AUTHORITY AGENDA ITEM

Submitted By:	Reesa Rice, Public Works
Action Date:	February 15, 2022
SUBJECT:	Consider dissolution of the 2022 Pool Schedule Ad Hoc Committee
PRESENTED BY:	Bob Godman, Executive Officer
SUMMARY:	At the August 23, 2021 board meeting Mr. Newton expressed the importance of forming an ad hoc committee to discuss and create a schedule for the upcoming 2022 pool season. At that time Noelle Riggs and Mendy Schuster were elected to represent HLVRA board for the ad hoc committee. Mendy Schuster, Noelle Riggs, Dan Newton (then executive officer), Reesa Rice (pool director) along with many other community representatives met on a monthly basis from September 2021 through January 2022. At the January ad hoc meeting a "preferred" schedule was chosen and it was mutually agreed upon by the representatives at the meeting that it would be the last meeting. With the adoption of the 2022 pool schedule, it is requested that the 2022 Pool Schedule ad hoc committee be dissolved by the HLVRA Board.
FISCAL IMPACT:	None
ACTION REQUESTED:	Motion to dissolve the ad hoc committee for the 2022 pool schedule
ATTACHMENTS:	

AGENDA ITEM NO. 7.G
Action Item

HONEY LAKE VALLEY RECREATION AUTHORITY AGENDA ITEM

Submitted By:	Jolene Arredondo, Administrative Services
Action Date:	February 15, 2022
SUBJECT:	Consider Resolution No. 22-47 updating designated authorized signers for fiscal year 2021/2022
PRESENTED BY:	Bob Godman, Executive Officer
SUMMARY:	The Honey Lake Valley Recreation Authority's purchasing policy requires designated authorized signers be identified and submitted each fiscal year for the purpose of requesting disbursements, claims and transfers. Due to appointment of new Executive Officer and transition of staff; there is a need to update the authorized signers as attached.
FISCAL IMPACT:	None
ACTION REQUESTED:	Approve Resolution No. 22-47 updating designated authorized signers for fiscal year 2021/2022

ATTACHMENTS:
Res. No. 22-47 authorized signers.docx
21.22 Updated Authorized Signatures - claims and transfers.doc

RESOLUTION NUMBER 22-47
A RESOLUTION OF THE HONEY LAKE VALLEY RECREATION AUTHORITY
TO UPDATE DESIGNATED AUTHORIZED SIGNERS FOR FISCAL YEAR
2021/2022

WHEREAS, the Honey Lake Valley Recreation Authority adopted the Purchasing Policy on April 15, 2014; and

WHEREAS, the Authority wishes to designate authorized signers for the purpose of requesting disbursements; and

WHEREAS, the authorized signers shall be those shown on Exhibit "A"; and

WHEREAS, payment requests for the City of Susanville and or any of the authorized signers shall also require JPA Board approval prior to payment.

NOW, THEREFORE, BE IT RESOLVED, by the HONEY LAKE VALLEY RECREATION AUTHORITY that the authorized individuals are those listed on the Authorized Signatures for Claims and Transfers sheet provided by the County Auditor's office.

Approved: _____
Mendy Schuster, President

Attest: _____
Jolene Arredondo, Secretary

The foregoing Resolution Number 22-47 was approved and adopted at a regular meeting of the Honey Lake Valley Recreation Authority held on the 15th day of January, 2022, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

_____
Jolene Arredondo, Secretary

LASSEN COUNTY AUDITOR'S OFFICE

AUTHORIZED SIGNATURES FOR CLAIMS AND TRANSFERS

Please list all the authorized signatures for signing accounts payable claims and/or revenue/expenditure transfers. Check the authorized areas and have each employee sign and date the form. Send the original to the Auditor's Office and keep a copy for your records.

As changes occur, please update the list with the Auditor in order to keep it current.

DEPARTMENT: HLVRA

FUND: ALL B/U: _____

TYPED NAME: Robert Godman CLAIMS: YES TRANSFERS: YES

EMPLOYEE SIGNATURE: _____ DATE: _____

TYPED NAME: Marci Rojas CLAIMS: YES TRANSFERS: NO

EMPLOYEE SIGNATURE: _____ DATE: _____

TYPED NAME: Jolene Arredondo CLAIMS: YES TRANSFERS: NO

EMPLOYEE SIGNATURE: _____ DATE:_____

TYPED NAME: Dan Newton CLAIMS: YES TRANSFERS: YES

EMPLOYEE SIGNATURE: _____ DATE:_____

TYPED NAME: _____CLAIMS: _____ TRANSFERS: _____

EMPLOYEE SIGNATURE: _____ DATE:_____

***NOTE: Include all authorized signers – this form will replace all previously submitted forms.**