
Honey Lake Valley Recreation Authority
66 N. Lassen Street • Susanville CA
Russ Brown, President • Mike Scanlan, Vice President
Curtis Bortle • Tom Neely • Shelby Burton

Honey Lake Valley Recreation Authority
HLVRA Regular Meeting • City Council Chambers
Tuesday, February 17, 2026 – 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 to Order
Roll Call

- 1. Approval of Agenda:** (Additions and/or Deletions)
- 2. Approval of Minutes:**
 - 2.A. Consider Minutes from the January 20, 2026 HLVRA Meeting
- 3. Public Comment Regarding Closed Session Items (if any):** Any person may address the Honey Lake Valley Recreation Authority at this time upon any subject for 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
 - 7.B. HLVRA meeting times
 - 7.C. Age Requirement for Program Access
 - 7.D. Online Registration and Payments Discussion
 - 7.E. Algae Concerns and Treatment
 - 7.F. Executive Officer Update
 - 7.G. Annual update of Reimbursement Rates for City Personnel
 - 7.H. Consider reimbursement for Administrative, Management, and Operational Services costs to the City of Susanville

8. Board Member Items/Reports:

9. Adjournment:

- The next regular meeting of the Honey Lake Valley Recreation Authority will be held on March 17, 2026 at 3:00 P.M.

Reports and documents relating to each agenda item are on file in the Office of the City Clerk and are available for public inspection during normal business hours and at the meeting. These reports and documents are also available at the City's website www.cityofsusanville.gov, unless there were systems problems posting to the website.

Accessibility: An interpreter for the hearing-impaired may be made available upon request to the City Clerk seventy-two hours prior to a meeting. A reader for the vision-impaired for purposes of reviewing the agenda may be made available upon request to the City Clerk. The location of this meeting is wheelchair-accessible.

I, Jolene Arredondo, certify that I caused to be posted notice of the regular meeting scheduled for February 17, 2026 in the areas designated on February 13, 2026.

Honey Lake Valley Recreation Authority Agenda Item

Submitted By: Jolene Arredondo, Deputy City Manager

Action Date: February 17, 2026

Subject: Consider Minutes from the January 20, 2026 HLVRA Meeting

Presented By: Dan Newton, City Manager

Summary: Attached for the boards review are the minutes from the January 20, 2026 HLVRA meeting.

Fiscal Impact: None

Action Requested: Waive oral reading and approve the meeting minutes from the January 20, 2026 HLVRA meeting.

Attachments:

- 1. January 20, 2026 HLVRA Minutes

Honey Lake Valley Recreation Authority
HLVRA Regular Meeting Minutes
Tuesday, January 20, 2026 – 3:00 PM

Meeting was called to order at 3:00 P.M.

Roll Call:

Present/Voting: Tom Neely, Mike Scanlan, Russ Brown, Shelby Burton

Absent: Curtis Bortle

1. Approval of Agenda:

Motioned by Mike Scanlan to approve agenda, Seconded by Russ Brown.
Motion to approve agenda as presented carried.

2. Approval of Minutes:

2.A. Consider approval of minutes from November 18, 2025 meeting

Motioned by Shelby Burton to approve meeting minutes, Seconded by Russ Brown.
Motion to approve November 18, 2025 meeting minutes carried.

3. Public Comment Regarding Closed Session Items:

None.

4. Closed Session:

None.

5. Correspondence:

None.

6. Public Comment:

None.

7. Matters for Board Consideration:

7.A. Elect President and Vice President of the HLVRA Board for 2026 calendar year

Tom Neely nominated Russ Brown to be President of the board for the 2026 calendar year, nomination was seconded by Mike Scanlan. Nomination accepted and motion carried.

Russ Brown nominated Mike Scanlan to be Vice President of the board for the 2026

calendar year, nomination was seconded by Tom Neely. Nomination accepted and motion carried.

7.B. Appointment of Executive Officer

Vice President Scanlan inquired if there was City Staff capacity at a lower level to fill the role as Executive Officer. Executive Officer, Dan Newton responded that staffing capacity at the City staff level is strained and provided information on what types of work would be direct billed by the Executive Officer position and reimbursed by the HLVRA versus work that would not be directly charged to the HLVRA, and provided examples of work that would be considered City Manager roles and responsibilities versus Executive Officer roles and responsibilities.

Board member Burton asked if the HLVRA could negotiate a stipend versus direct billing for the Executive Officer position. Mr. Newton responded that there are options but would likely result in the City's General Fund supporting the pool more than maybe necessary and that would be something that the City Council would have to approve.

Board member Neely noted that Mr. Newton has historical knowledge of the HLVRA and notated that it is wise to keep Mr. Newton in the role to rely on the knowledge and experience.

President Brown noted that he believes Mr. Newton is the right person for the Executive Officer role and is of benefit to the HLVRA during this time.

Motioned by Mike Scanlan to appoint Dan Newton as Executive Officer, Seconded by Shelby Burton.

Motion to appoint Dan Newton as Executive Officer carried.

7.C. Consider reimbursement for Administrative, Management, and Operational Services costs to the City of Susanville

Executive Officer, Dan Newton presented the reimbursement for Administrative, Management, and Operational Services for board consideration highlighting that no Executive Officer reimbursement was included in this request, and that would be brought to the board at future meeting for reimbursement.

Motioned by Mike Scanlan to approve reimbursement, Seconded by Tom Neely.

Motion to approve reimbursement for Administrative, Management, and Operations Services costs to the City of Susanville carried.

7.D. Consider Pool Financial Reports

Executive Officer, Dan Newton, presented the financials for board consideration.

Discussion occurred about items in the financials to gain clarity of what said items are and the current fiscal 2025/2026 which includes the one-time funding provided by the City for the fall 2025 season, high school swim team agreement and swim team agreement.

7.E. Executive Officer Report

Executive Officer, Dan Newton, provided a report on future planning of pool operations

notating that City and County funding has an end date (2028) and provided information to the board on exploring a special district for future funding and operations of the pool.

Mr. Newton provided information on a citizen-initiated special district incentive which might be more successful than previous initiatives that were initiated by the City and the County in the past that were unsuccessful. Mr. Newton notified the board that he has been working with the City Attorney to find out more information on what opportunities are available and wants to meet with Lassen County to continue efforts and seek support for the initiative.

Discussions occurred about the cost and staff efforts of a ballot measure.

7.F. Budget Discussion

Executive Officer, Dan Newton, presented the approved 2025/2026 FY Budget, which was adopted without the shoulder season costs in the budget and no transfers to fund the facility sustainability fund and facility improvement fund.

Mr. Newton presented the 2026/2027 FY Preliminary Budget, noting there is no current agreement with Lassen High School or with Lassen Aquatics for the fall shoulder season pool usage and therefore, no revenues have been presented in the preliminary budget for FY 26/27. Discussion occurred about those programs and potential ways to move forward.

Direction was provided for staff to reach out to Lassen High School and Lassen Aquatics with a given deadline to execute agreements that cover the costs for operations of the shoulder season.

7.G. Board Member Requests

Discussion occurred in regard to “Memorandum 1 - Annual Planning Deadlines” and its relationship with the budget adoption. Pool Director, Reesa Rice, noted that the schedule is approved by the board typically in March and the budget is then further developed off the approved schedule and adopted. Discussion occurred in regard to the attached

Discussion occurred in regard to “Memorandum 2 - Seasonal Operations Timeline”, board gave direction to staff to bring back a preliminary schedule of administrative and management operations for the board's information at a future meeting.

Discussion occurred in regard to “Memorandum 3 - Program Access and Age Requirements”, Mrs. Rice presented historical information on age requirements and previous direction provided by the board. Direction provided to bring item forward for discussion at a future meeting.

Direction provided to staff in relation to “Memorandum 4 - Swim Team & Volcanoes Agreements” during agenda item 7.F.

Discussion occurred in regard to “Memorandum 5 - Administrative Expense and Staffing Costs”, direction provided to *not* bring item forward on future meeting.

Discussion occurred in regard to “Memorandum 6 - Expense Review & Cost Savings”, direction provided to *not* bring item forward on future meeting.

Discussion occurred in regard to “Memorandum 7 - Online Registration & Payments”, direction provided to bring item forward at a future meeting.

Discussion occurred in regard to "Memorandum 8 - Water Quality & Green Algae Concerns", Mrs. Rice provided information given from Lassen County Health Department. Direction provided to bring item forward at a future meeting.

8. Board Member Items/Reports:

None.

9. Adjournment:

Meeting adjourned at 4:51 P.M.

- **The next regular meeting of the Susanville Honey Lake Valley Recreation Authority will be held on February 17, 2026 at 3:00 P.M.**

Submitted By:

Jolene Arredondo, HLVRA Secretary

Russ Brown, President

Approved on: _____

Honey Lake Valley Recreation Authority Agenda Item

Submitted By: Jolene Arredondo, Deputy City Manager

Action Date: February 17, 2026

Subject: Consider Pool Financial Reports

Presented By: Dan Newton, City Manager

Summary: Attached for the board's review is the Account Trial Balance Report and Year to Date Revenue report for the pool provided by the County. City Staff has met with Lassen County Staff to review the financials and has identified expenditures that need to be journaled into the previous fiscal year. Those expenditures include May-June staffing costs, May/June LMUD costs, and costs related to the snack shack project that was completed in the prior fiscal year. Those expenditures are still reflected in the attached reports, but efforts will continue to remove those from the 25/26 expenditure reports.

Fiscal Impact: None

Action Requested: Motion to receive and file

Attachments:

- 1. 534.535.536.HLPOOL.25.26.YTD ACCT TRIAL BAL
- 2. 536.HLPOOL.25.26.YTD REVENUE

Account Trial Balance



2026 Period 1 to 8
All Accounts

Accounts	Description	Organization	Beginning Bal	Debits	Credits	Net Change	Ending Balance
5340 HLVRA FACILITY SUSTAINABILITY			0.00	0.00	956.96	-956.96	-956.96
5345951 203000	INTEREST	5345951	0.00	0.00	956.96	-956.96	-956.96
	Pe Journal Src Eff Date Reference			Debits	Credits	Net Change	
	1 2954 GE N 7/31/2025 JULINT Interest Allocation Entry				298.52	-298.52	
	2 2983 GE N 8/31/2025 AUGINT Interest Allocation Entry				183.82	-482.34	
	3 2992 GE N 9/30/2025 SEPINT Interest Allocation Entry				178.44	-660.78	
	4 3107 GE N 10/31/2025 OCTINT Interest Allocation Entry				296.18	-956.96	
					956.96		
Total			0.00	0.00	956.96	-956.96	-956.96
5350 HLVRA FACILITY IMPROVEMENT			0.00	0.00	326.16	-326.16	-326.16
5355952 203000	INTEREST	5355952	0.00	0.00	326.16	-326.16	-326.16
	Pe Journal Src Eff Date Reference			Debits	Credits	Net Change	
	1 2954 GE N 7/31/2025 JULINT Interest Allocation Entry				101.74	-101.74	
	2 2983 GE N 8/31/2025 AUGINT Interest Allocation Entry				62.65	-164.39	
	3 2992 GE N 9/30/2025 SEPINT Interest Allocation Entry				60.82	-225.21	
	4 3107 GE N 10/31/2025 OCTINT Interest Allocation Entry				100.95	-326.16	
					326.16		
Total			0.00	0.00	326.16	-326.16	-326.16
5360 HONEY LAKE VALLEY RECREATION			0.00	246,730.11	267,203.17	-20,473.06	-20,473.06
5360950 203000	INTEREST	5360950	0.00	0.00	1,118.23	-1,118.23	-1,118.23
	Pe Journal Src Eff Date Reference			Debits	Credits	Net Change	
	1 2954 GE N 7/31/2025 JULINT Interest Allocation Entry				291.62	-291.62	

Account Trial Balance



2026 Period 1 to 8
All Accounts

Pe r	Journal	Src	Eff Date	Reference	Debits	Credits	Net Change
2	2983	GE N	8/31/2025	AUGINT Interest Allocation Entry		97.44	-389.06
3	2992	GE N	9/30/2025	SEPINT Interest Allocation Entry		237.09	-626.15
4	3107	GE N	10/31/2025	OCTINT Interest Allocation Entry		492.08	-1,118.23
						1,118.23	

[5360950 203203](#)

POOL DAILY PASSES	5360950	0.00	0.00	25,529.40	-25,529.40	-25,529.40
-------------------	---------	------	------	-----------	------------	------------

Pe r	Journal	Src	Eff Date	Reference	Debits	Credits	Net Change
3	50	CRP	9/3/2025	0071 Cash Receipts Journal		12,288.50	-12,288.50
3	50	CRP	9/3/2025	0071 Cash Receipts Journal		78.00	-12,366.50
3	50	CRP	9/3/2025	0071 Cash Receipts Journal		9,039.40	-21,405.90
3	1686	CRP	9/22/2025	0071 Cash Receipts Journal		4,123.50	-25,529.40
						25,529.40	

[5360950 203206](#)

SPECIAL PROGRAM REVENUE	5360950	0.00	0.00	12,150.00	-12,150.00	-12,150.00
-------------------------	---------	------	------	-----------	------------	------------

Pe r	Journal	Src	Eff Date	Reference	Debits	Credits	Net Change
3	50	CRP	9/3/2025	0071 Cash Receipts Journal		1,500.00	-1,500.00
3	50	CRP	9/3/2025	0071 Cash Receipts Journal		5,000.00	-6,500.00
3	1686	CRP	9/22/2025	0071 Cash Receipts Journal		3,000.00	-9,500.00
8	349	CRP	2/3/2026	0071 Cash Receipts Journal		2,650.00	-12,150.00
						12,150.00	

[5360950 203214](#)

SUMMER PASSES	5360950	0.00	0.00	6,960.00	-6,960.00	-6,960.00
---------------	---------	------	------	----------	-----------	-----------

Pe r	Journal	Src	Eff Date	Reference	Debits	Credits	Net Change
3	50	CRP	9/3/2025	0071 Cash Receipts Journal		6,535.00	-6,535.00
3	50	CRP	9/3/2025	0071 Cash Receipts Journal		425.00	-6,960.00
						6,960.00	

[5360950 207400](#)

OTHER-GOVERNMENTAL AGENCIES	5360950	0.00	0.00	160,000.00	-160,000.00	-160,000.00
-----------------------------	---------	------	------	------------	-------------	-------------

Account Trial Balance



2026 Period 1 to 8
All Accounts

[5360950 210611](#)

Pe	Journal	Src	Eff Date	Reference	Debits	Credits	Net Change
3	1641	CRP	9/19/2025	0061 Cash Receipts Journal		80,000.00	-80,000.00
6	1191	GE N	12/15/2025	ANNUAL COUNTY CONTRIB. 25/26		80,000.00	-160,000.00
						160,000.00	

SWIM LESSONS 5360950 0.00 0.00 8,878.50 -8,878.50 -8,878.50

Pe	Journal	Src	Eff Date	Reference	Debits	Credits	Net Change
3	50	CRP	9/3/2025	0071 Cash Receipts Journal		5,310.00	-5,310.00
3	50	CRP	9/3/2025	0071 Cash Receipts Journal		2,738.50	-8,048.50
3	1686	CRP	9/22/2025	0071 Cash Receipts Journal		710.00	-8,758.50
8	349	CRP	2/3/2026	0071 Cash Receipts Journal		120.00	-8,878.50
						8,878.50	

[5360950 210660](#)

DAILY PROGRAMS 5360950 0.00 0.00 2,503.00 -2,503.00 -2,503.00

Pe	Journal	Src	Eff Date	Reference	Debits	Credits	Net Change
3	50	CRP	9/3/2025	0071 Cash Receipts Journal		731.00	-731.00
3	50	CRP	9/3/2025	0071 Cash Receipts Journal		661.00	-1,392.00
3	1686	CRP	9/22/2025	0071 Cash Receipts Journal		567.00	-1,959.00
8	349	CRP	2/3/2026	0071 Cash Receipts Journal		356.00	-2,315.00
8	349	CRP	2/3/2026	0071 Cash Receipts Journal		188.00	-2,503.00
						2,503.00	

[5360950 210661](#)

PARTYS AND SPECIAL EVENTS 5360950 0.00 0.00 8,640.00 -8,640.00 -8,640.00

Pe	Journal	Src	Eff Date	Reference	Debits	Credits	Net Change
3	50	CRP	9/3/2025	0071 Cash Receipts Journal		4,675.00	-4,675.00
3	50	CRP	9/3/2025	0071 Cash Receipts Journal		2,275.00	-6,950.00
3	1686	CRP	9/22/2025	0071 Cash Receipts Journal		1,390.00	-8,340.00
8	349	CRP	2/3/2026	0071 Cash Receipts Journal		300.00	-8,640.00
						8,640.00	

CONSESSIONS 5360950 0.00 0.00 11,911.21 -11,911.21 -11,911.21

Account Trial Balance



2026 Period 1 to 8
All Accounts

50

00

00

21

Account Trial Balance

2026 Period 1 to 8
All Accounts

[5360950 210662](#)

Pe r	Journal	Src	Eff Date	Reference	Debits	Credits	Net Change
3	50	CRP	9/3/2025	0071 Cash Receipts Journal		5,483.00	-5,483.00
3	50	CRP	9/3/2025	0071 Cash Receipts Journal		4,517.21	-10,000.21
3	1686	CRP	9/22/2025	0071 Cash Receipts Journal		1,811.00	-11,811.21
8	349	CRP	2/3/2026	0071 Cash Receipts Journal		94.00	-11,905.21
8	349	CRP	2/3/2026	0071 Cash Receipts Journal		6.00	-11,911.21
						11,911.21	

[5360950 210663](#)

SCHOOL RENTALS				5360950	0.00	0.00	2,139.80	-2,139.80	-2,139.80
Pe	Journal	Src	Eff Date	Reference		Debits	Credits	Net Change	
r									
3	50	CRP	9/3/2025	0071	Cash Receipts Journal		1,500.00		-1,500.00
3	1686	CRP	9/22/2025	0071	Cash Receipts Journal		339.80		-1,839.80
8	349	CRP	2/3/2026	0071	Cash Receipts Journal		300.00		-2,139.80
							2,139.80		

[5360950 210665](#)

10 PUNCH CARDS					5360950	0.00	0.00	9,360.00	-9,360.00	-9,360.00
Pe r	Journal	Src	Eff Date	Reference			Debits	Credits	Net Change	
3	50	CRP	9/3/2025	0071	Cash Receipts Journal				6,472.00	-6,472.00
3	50	CRP	9/3/2025	0071	Cash Receipts Journal				1,605.00	-8,077.00
3	1686	CRP	9/22/2025	0071	Cash Receipts Journal				1,051.00	-9,128.00
8	349	CRP	2/3/2026	0071	Cash Receipts Journal				232.00	-9,360.00
								9,360.00		

[5360950 210667](#)

MONTHLY PROGRAMS					5360950	0.00	0.00	2,909.00	-2,909.00	-2,909.00
Pe r	Journal	Src	Eff Date	Reference			Debits	Credits	Net Change	
3	50	CRP	9/3/2025	0071	Cash Receipts Journal			1,510.00	-1,510.00	
3	50	CRP	9/3/2025	0071	Cash Receipts Journal			330.00	-1,840.00	
3	1686	CRP	9/22/2025	0071	Cash Receipts Journal			829.00	-2,669.00	
8	349	CRP	2/3/2026	0071	Cash Receipts Journal			240.00	-2,909.00	

Account Trial Balance



2026 Period 1 to 8
All Accounts

[5360950 211200](#)

										2,909.00	
MISCELLANEOUS					5360950	0.00	0.00	1,699.03	-1,699.03	-1,699.03	
Pe	Journal	Src	Eff Date	Reference			Debits	Credits	Net Change		
3	50	CRP	9/3/2025	0071	Cash Receipts Journal			1,068.00	-1,068.00		
3	50	CRP	9/3/2025	0071	Cash Receipts Journal			600.00	-1,668.00		
8	349	CRP	2/3/2026	0071	Cash Receipts Journal			31.03	-1,699.03		

[5360950 211300](#)

									1,699.03		
CONTRIBUTIONS AND DONATIONS						5360950	0.00	0.00	13,350.00	-13,350.00	-13,350.00
Pe	Journal	Src	Eff Date	Reference			Debits		Credits	Net Change	
3	1641	CRP	9/19/2025	0061	Cash Receipts Journal				13,350.00	-13,350.00	

[5360950 301150](#)

									13,350.00		
HLVR POOL SAFETY EQUIP & CLOTH						5360950	0.00	962.04	0.00	962.04	962.04
Pe	Journal	Src	Eff Date	Reference			Debits		Credits	Net Change	
8	638	API	2/5/2026	000186	67780 SUSANVILLE CITY OF		962.04			962.04	

[5360950 301200](#)

									962.04		
HLVR POOL COMMUNICATIONS						5360950	0.00	2,214.10	0.00	2,214.10	2,214.10
Pe	Journal	Src	Eff Date	Reference			Debits		Credits	Net Change	
2	1573	API	8/21/2025	006670	49462 FRONTIER/CITIZENS CO		380.26			380.26	
3	1663	API	9/12/2025	006670	51590 FRONTIER/CITIZENS CO		315.10			695.36	
4	2273	API	10/27/2025	006670	56655 FRONTIER/CITIZENS CO		317.14			1,012.50	
6	1860	API	12/10/2025	006670	61835 FRONTIER/CITIZENS CO		317.14			1,329.64	
6	2158	API	12/22/2025	006670	63769 FRONTIER/CITIZENS CO		317.14			1,646.78	
7	2335	API	1/27/2026	006670	66650 FRONTIER/CITIZENS CO		567.32			2,214.10	
							2,214.10				
HLVR POOL HOUSEHOLD EXP						5360950	0.00	381.56	0.00	381.56	381.56

Account Trial Balance



2026 Period 1 to 8
All Accounts

3

0

4

10

56

Account Trial Balance



2026 Period 1 to 8
All Accounts

[5360950 301400](#)

Pe r	Journal	Src	Eff Date	Reference	Debits	Credits	Net Change
8	638	API	2/5/2026	000186 67780 SUSANVILLE CITY OF	381.56		381.56
					381.56		

[5360950 301500](#)

HLVR POOL LIAB & PROPERTY INS				5360950	0.00	25,636.00	0.00	25,636.00	25,636.00
Pe r	Journal	Src	Eff Date	Reference	Debits	Credits	Net Change		
1	1247	API	7/11/2025	014113 45192 CAPRI	12,818.00		12,818.00		
6	1859	API	12/10/2025	014113 61822 CAPRI	12,818.00		25,636.00		
					25,636.00				

[5360950 301705](#)

HLVR POOL MAINTENANCE-POOL				5360950	0.00	23,791.74	0.00	23,791.74	23,791.74
Pe r	Journal	Src	Eff Date	Reference	Debits	Credits	Net Change		
1	2065	API	7/23/2025	014445 46248 LINCOLN AQUATICS	6,710.19		6,710.19		
1	2065	API	7/23/2025	015559 46245 AIRGAS NATIONAL CARB	824.46		7,534.65		
1	2065	API	7/23/2025	015609 46243 LIFESTYLE SUSANVILLE	74.95		7,609.60		
1	2673	API	7/31/2025	014445 46906 LINCOLN AQUATICS	645.10		8,254.70		
1	2673	API	7/31/2025	014445 46907 LINCOLN AQUATICS	148.03		8,402.73		
1	2673	API	7/31/2025	015559 46881 AIRGAS NATIONAL CARB	716.25		9,118.98		
1	2673	API	7/31/2025	015559 46892 AIRGAS NATIONAL CARB	967.61		10,086.59		
1	2673	API	7/31/2025	015559 46900 AIRGAS NATIONAL CARB	266.62		10,353.21		
1	2673	API	7/31/2025	015609 46882 LIFESTYLE SUSANVILLE	156.72		10,509.93		
1	2673	API	7/31/2025	015609 46883 LIFESTYLE SUSANVILLE	85.72		10,595.65		
1	2673	API	7/31/2025	017014 46903 RESURRECTION LAWN	260.00		10,855.65		
2	1573	API	8/21/2025	015559 49416 AIRGAS NATIONAL CARB	266.62		11,122.27		
2	1573	API	8/21/2025	015559 49457 AIRGAS NATIONAL CARB	940.90		12,063.17		
2	1573	API	8/21/2025	015609 49463 LIFESTYLE SUSANVILLE	86.51		12,149.68		
2	1573	API	8/21/2025	015609 49465 LIFESTYLE SUSANVILLE	150.89		12,300.57		

Account Trial Balance



2026 Period 1 to 8
All Accounts

Pe r	Journal	Src	Eff Date	Reference	Debits	Credits	Net Change
2	1573	API	8/21/2025	015609 49467 LIFESTYLE SUSANVILLE	113.90		12,414.47
3	1663	API	9/12/2025	015559 51588 AIRGAS NATIONAL CARB	567.05		12,981.52
3	1663	API	9/12/2025	015609 51584 LIFESTYLE SUSANVILLE	136.20		13,117.72
3	1663	API	9/12/2025	015609 51585 LIFESTYLE SUSANVILLE	130.44		13,248.16
3	1663	API	9/12/2025	015609 51586 LIFESTYLE SUSANVILLE	136.20		13,384.36
4	493	API	10/6/2025	015559 54210 AIRGAS NATIONAL CARB	822.58		14,206.94
4	493	API	10/6/2025	015559 54215 AIRGAS NATIONAL CARB	266.62		14,473.56
4	2273	API	10/27/2025	015559 56648 AIRGAS NATIONAL CARB	476.01		14,949.57
4	2273	API	10/27/2025	015559 56649 AIRGAS NATIONAL CARB	266.62		15,216.19
4	2273	API	10/27/2025	015559 56650 AIRGAS NATIONAL CARB	786.79		16,002.98
6	1859	API	12/10/2025	015559 61817 AIRGAS NATIONAL CARB	266.62		16,269.60
6	1859	API	12/10/2025	015559 61821 AIRGAS NATIONAL CARB	392.16		16,661.76
6	1859	API	12/10/2025	015559 61825 AIRGAS NATIONAL CARB	670.64		17,332.40
6	1859	API	12/10/2025	015559 61827 AIRGAS NATIONAL CARB	266.62		17,599.02
6	1859	API	12/10/2025	015559 61839 AIRGAS NATIONAL CARB	655.91		18,254.93
6	2158	API	12/22/2025	015559 63768 AIRGAS NATIONAL CARB	213.57		18,468.50
7	1825	API	1/20/2026	015559 66080 AIRGAS NATIONAL CARB	298.96		18,767.46
7	1825	API	1/20/2026	015559 66081 AIRGAS NATIONAL CARB	266.62		19,034.08
8	638	API	2/5/2026	000186 67780 SUSANVILLE CITY OF	4,757.66		23,791.74
					23,791.74		
5360950 301800							
				HLVR POOL MAINTENANCE-BLDG 5360950	0.00	5,001.46	5,001.46
Pe r	Journal	Src	Eff Date	Reference	Debits	Credits	Net Change
1	2673	API	7/31/2025	014641 46905 CRAZY J'S CONCRETE I	5,000.00		5,000.00

Account Trial Balance



2026 Period 1 to 8
All Accounts

Pe r	Journal	Src	Eff Date	Reference	Debits	Credits	Net Change
2	1573	API	8/21/2025	001598 49472 WESTERN NEVADA SUPPL	1.46		5,001.46

					5,001.46		
--	--	--	--	--	----------	--	--

[5360950 302200](#)

	HLVR POOL OFFICE EXPENSE		5360950	0.00	414.10	0.00	414.10
--	--------------------------	--	---------	------	--------	------	--------

414.10

Pe r	Journal	Src	Eff Date	Reference	Debits	Credits	Net Change
---------	---------	-----	----------	-----------	--------	---------	------------

8	638	API	2/5/2026	000186 67780 SUSANVILLE CITY OF	414.10		414.10
---	---------------------	-----	----------	---------------------------------	--------	--	--------

					414.10		
--	--	--	--	--	--------	--	--

[5360950 302300](#)

	HLVR POOL PROFESSIONAL SERV		5360950	0.00	8,508.13	0.00	8,508.13
--	--------------------------------	--	---------	------	----------	------	----------

8,508.13

Pe r	Journal	Src	Eff Date	Reference	Debits	Credits	Net Change
---------	---------	-----	----------	-----------	--------	---------	------------

1	1247	API	7/11/2025	016155 45193 CARPD	500.00		500.00
---	----------------------	-----	-----------	--------------------	--------	--	--------

1	2673	API	7/31/2025	000186 46896 SUSANVILLE CITY OF	540.00		1,040.00
---	----------------------	-----	-----------	---------------------------------	--------	--	----------

2	1573	API	8/21/2025	000186 49469 SUSANVILLE CITY OF	1,401.60		2,441.60
---	----------------------	-----	-----------	---------------------------------	----------	--	----------

2	1573	API	8/21/2025	000186 49470 SUSANVILLE CITY OF	240.00		2,681.60
---	----------------------	-----	-----------	---------------------------------	--------	--	----------

3	1664	API	9/12/2025	000186 52628 SUSANVILLE CITY OF	511.86		3,193.46
---	----------------------	-----	-----------	---------------------------------	--------	--	----------

3	1664	API	9/12/2025	000186 52629 SUSANVILLE CITY OF	201.35		3,394.81
---	----------------------	-----	-----------	---------------------------------	--------	--	----------

4	493	API	10/6/2025	015719 54219 COLE HUBER ATTORNEY	130.00		3,524.81
---	---------------------	-----	-----------	-------------------------------------	--------	--	----------

4	2273	API	10/27/202	015719 56654 COLE HUBER 5 ATTORNEY	78.00		3,602.81
---	----------------------	-----	-----------	---------------------------------------	-------	--	----------

7	1937	API	1/23/2026	000186 66447 SUSANVILLE CITY OF	394.73		3,997.54
---	----------------------	-----	-----------	---------------------------------	--------	--	----------

7	1937	API	1/23/2026	016337 66445 PRICE PAIGE & CO	3,145.00		7,142.54
---	----------------------	-----	-----------	-------------------------------	----------	--	----------

7	2335	API	1/27/2026	000186 66656 SUSANVILLE CITY OF	320.96		7,463.50
---	----------------------	-----	-----------	---------------------------------	--------	--	----------

8	638	API	2/5/2026	000186 67780 SUSANVILLE CITY OF	731.41		8,194.91
---	---------------------	-----	----------	---------------------------------	--------	--	----------

8	638	API	2/5/2026	003595 67791 CA DEPT OF TAX & FEE	313.22		8,508.13
---	---------------------	-----	----------	-----------------------------------	--------	--	----------

					8,508.13		
--	--	--	--	--	----------	--	--

[5360950 302359](#)

	HLVR POOL CONT FOR STAFF SER		5360950	0.00	139,892.51	0.00	139,892.51
--	---------------------------------	--	---------	------	------------	------	------------

139,892.51

Account Trial Balance



2026 Period 1 to 8
All Accounts

Pe r	Journal	Src	Eff Date	Reference	Debits	Credits	Net Change
2	1573	API	8/21/2025	000186 49469 SUSANVILLE CITY OF	19,227.62		19,227.62
3	1664	API	9/12/2025	000186 52628 SUSANVILLE CITY OF	28,665.22		47,892.84
3	1664	API	9/12/2025	000186 52629 SUSANVILLE CITY OF	42,074.36		89,967.20
7	1937	API	1/23/2026	000186 66447 SUSANVILLE CITY OF	29,550.32		119,517.52
7	2335	API	1/27/2026	000186 66656 SUSANVILLE CITY OF	20,374.99		139,892.51
					139,892.51		

[5360950 302400](#)

HLVR POOL PUB & LEGAL NOTICES	5360950	0.00	34.00	0.00	34.00		34.00
----------------------------------	---------	------	-------	------	-------	--	-------

34.00

Pe r	Journal	Src	Eff Date	Reference	Debits	Credits	Net Change
3	1663	API	9/12/2025	016723 52154 MODOC RECORD	34.00		34.00
					34.00		

[5360950 302700](#)

SMALL TOOLS & INSTRUMENTS	5360950	0.00	55.26	0.00	55.26		55.26
---------------------------	---------	------	-------	------	-------	--	-------

55.26

Pe r	Journal	Src	Eff Date	Reference	Debits	Credits	Net Change
2	1573	API	8/21/2025	001598 49471 WESTERN NEVADA SUPPL	55.26		55.26
					55.26		

[5360950 302800](#)

HLVR POOL SPEC DEPT EXP	5360950	0.00	875.00	55.00	820.00		820.00
-------------------------	---------	------	--------	-------	--------	--	--------

820.00

Pe r	Journal	Src	Eff Date	Reference	Debits	Credits	Net Change
1	2673	API	7/31/2025	099998 46874 ONE TIME GENERAL	125.00		125.00
1	2673	API	7/31/2025	099998 46875 ONE TIME GENERAL	65.00		190.00
1	2673	API	7/31/2025	099998 46877 ONE TIME GENERAL	65.00		255.00
1	2673	API	7/31/2025	099998 46878 ONE TIME GENERAL	55.00		310.00
1	2673	API	7/31/2025	099998 46879 ONE TIME GENERAL	65.00		375.00
1	2673	API	7/31/2025	099998 46880 ONE TIME GENERAL	125.00		500.00
1	2673	API	7/31/2025	099998 46890 ONE TIME GENERAL	130.00		630.00
1	2673	API	7/31/2025	099998 46891 ONE TIME GENERAL	65.00		695.00
1	2674	API	7/31/2025	099998 46909 ONE TIME GENERAL	55.00		750.00

Account Trial Balance



2026 Period 1 to 8
All Accounts

[5360950 302801](#)

Pe	Journal	Src	Eff Date	Reference	Debits	Credits	Net Change
3	56	API	9/4/2025	099998 50580 ONE TIME GENERAL	125.00		875.00
7	2473	AP M	1/30/2026	099998 46878 ONE TIME GENERAL		55.00	820.00
					875.00	55.00	

HLVR POOL COWIDE COST ALLOCA	5360950	0.00	914.00	0.00	914.00	914.00
------------------------------	---------	------	--------	------	--------	--------

[5360950 302807](#)

Pe	Journal	Src	Eff Date	Reference	Debits	Credits	Net Change
3	2711	GNI	9/30/2025	25/26 Cost plan	457.00		457.00
6	1619	GNI	12/17/2025	25/26 Cost plan	457.00		914.00
					914.00		

HLVR POOL ELECTRONIC SURVEILAN	5360950	0.00	240.00	0.00	240.00	240.00
--------------------------------	---------	------	--------	------	--------	--------

[5360950 303010](#)

Pe	Journal	Src	Eff Date	Reference	Debits	Credits	Net Change
1	2673	API	7/31/2025	015504 46898 CURRENT ELECTRIC & A	40.00		40.00
1	2673	API	7/31/2025	015504 46899 CURRENT ELECTRIC & A	40.00		80.00
3	56	API	9/4/2025	015504 50581 CURRENT ELECTRIC & A	40.00		120.00
4	493	API	10/6/2025	015504 54206 CURRENT ELECTRIC & A	40.00		160.00
6	1859	API	12/10/2025	015504 61838 CURRENT ELECTRIC & A	40.00		200.00
7	1937	API	1/23/2026	015504 66444 CURRENT ELECTRIC & A	40.00		240.00
					240.00		

HLVR POOL UTILITIES-LIGHTS	5360950	0.00	12,031.01	0.00	12,031.01	12,031.01
----------------------------	---------	------	-----------	------	-----------	-----------

Pe	Journal	Src	Eff Date	Reference	Debits	Credits	Net Change
1	2065	API	7/23/2025	000515 46240 LMUD	2,358.08		2,358.08
3	56	API	9/4/2025	000515 50579 LMUD	1,981.58		4,339.66
3	1663	API	9/12/2025	000515 51582 LMUD	2,112.45		6,452.11
4	2273	API	10/27/2025	000515 56656 LMUD	1,846.99		8,299.10

Account Trial Balance



2026 Period 1 to 8
All Accounts

Pe r	Journal	Src	Eff Date	Reference	Debits	Credits	Net Change
6	2158	API	12/22/2025	000515 63752 LMUD	2,086.81		10,385.91
6	2158	API	12/22/2025	000515 63756 LMUD	1,645.10		12,031.01
					12,031.01		

[5360950 303030](#)

HLVR POOL UTILITIES-SEWER	5360950	0.00	821.28	0.00	821.28		
---------------------------	---------	------	--------	------	--------	--	--

821.28

Pe r	Journal	Src	Eff Date	Reference	Debits	Credits	Net Change
1	2673	API	7/31/2025	000841 46908 SUSANVILLE SANITARY	205.32		205.32
3	1663	API	9/12/2025	000841 51589 SUSANVILLE SANITARY	205.32		410.64
6	1860	API	12/10/2025	000841 61824 SUSANVILLE SANITARY	205.32		615.96
7	2335	API	1/27/2026	000841 66662 SUSANVILLE SANITARY	205.32		821.28
					821.28		

[5360950 303040](#)

HLVR POOL UTILITIES-GARBAGE	5360950	0.00	1,698.09	0.00	1,698.09		
-----------------------------	---------	------	----------	------	----------	--	--

1,698.09

Pe r	Journal	Src	Eff Date	Reference	Debits	Credits	Net Change
1	2065	API	7/23/2025	016860 46238 C&S WASTE SOLUTIONS	246.80		246.80
2	1573	API	8/21/2025	016860 49460 C&S WASTE SOLUTIONS	243.72		490.52
3	1663	API	9/12/2025	016860 51587 C&S WASTE SOLUTIONS	243.72		734.24
4	2273	API	10/27/2025	016860 56653 C&S WASTE SOLUTIONS	243.72		977.96
6	1859	API	12/10/2025	016860 61823 C&S WASTE SOLUTIONS	236.43		1,214.39
6	1859	API	12/10/2025	016860 61837 C&S WASTE SOLUTIONS	243.72		1,458.11
7	2335	API	1/27/2026	016860 66661 C&S WASTE SOLUTIONS	239.98		1,698.09
					1,698.09		

[5360950 303050](#)

HLVR POOL UTILITIE-NATUARL GAS	5360950	0.00	82.99	0.00	82.99		
--------------------------------	---------	------	-------	------	-------	--	--

82.99

Pe r	Journal	Src	Eff Date	Reference	Debits	Credits	Net Change
7	1825	API	1/20/2026	000186 66065 SUSANVILLE CITY OF	17.23		17.23

Account Trial Balance



2026 Period 1 to 8
All Accounts

Pe r	Journal	Src	Eff Date	Reference	Debits	Credits	Net Change
7	1825	API	1/20/2026	000186 66070 SUSANVILLE CITY OF	16.24		33.47
7	1825	API	1/20/2026	000186 66074 SUSANVILLE CITY OF	12.28		45.75
7	1825	API	1/20/2026	000186 66077 SUSANVILLE CITY OF	9.31		55.06
7	1825	API	1/20/2026	000186 66078 SUSANVILLE CITY OF	10.63		65.69
7	1825	API	1/20/2026	000186 66079 SUSANVILLE CITY OF	7.99		73.68
8	638	API	2/5/2026	000186 67797 SUSANVILLE CITY OF	9.31		82.99
					82.99		

[5360950 303060](#)

HLVR POOL UTILITIE- GEOTHERMAL	5360950	0.00	12,340.09	0.00	12,340.09	12,340.09
-----------------------------------	---------	------	-----------	------	-----------	-----------

Pe r	Journal	Src	Eff Date	Reference	Debits	Credits	Net Change
7	1825	API	1/20/2026	000186 66065 SUSANVILLE CITY OF	2,057.29		2,057.29
7	1825	API	1/20/2026	000186 66070 SUSANVILLE CITY OF	2,376.95		4,434.24
7	1825	API	1/20/2026	000186 66074 SUSANVILLE CITY OF	2,419.01		6,853.25
7	1825	API	1/20/2026	000186 66077 SUSANVILLE CITY OF	2,301.24		9,154.49
7	1825	API	1/20/2026	000186 66078 SUSANVILLE CITY OF	2,427.42		11,581.91
7	1825	API	1/20/2026	000186 66079 SUSANVILLE CITY OF	379.09		11,961.00
8	638	API	2/5/2026	000186 67797 SUSANVILLE CITY OF	379.09		12,340.09
					12,340.09		

[5360950 305500](#)

HLVR POOL STORE CONSESSION PUR	5360950	0.00	6,262.33	0.00	6,262.33	6,262.33
-----------------------------------	---------	------	----------	------	----------	----------

Pe r	Journal	Src	Eff Date	Reference	Debits	Credits	Net Change
1	1247	API	7/11/2025	000657 45194 MORNING GLORY DAIRY	392.01		392.01
1	1247	API	7/11/2025	000657 45195 MORNING GLORY DAIRY	505.35		897.36
1	1247	API	7/11/2025	014102 45196 ALPINE BEVERAGE, LLC	82.60		979.96
1	2673	API	7/31/2025	000657 46885 MORNING GLORY DAIRY	649.65		1,629.61
1	2673	API	7/31/2025	000657 46889 MORNING GLORY DAIRY	390.03		2,019.64
1	2673	API	7/31/2025	000657 46894 MORNING GLORY DAIRY	390.03		2,409.67

Account Trial Balance

2026 Period 1 to 8
All Accounts

Pe r	Journal	Src	Eff Date	Reference	Debits	Credits	Net Change
1	2673	API	7/31/2025	000657 46895 MORNING GLORY DAIRY	390.03		2,799.70
1	2673	API	7/31/2025	014102 46884 ALPINE BEVERAGE, LLC	60.40		2,860.10
1	2673	API	7/31/2025	014102 46886 ALPINE BEVERAGE, LLC	151.00		3,011.10
1	2673	API	7/31/2025	014102 46887 ALPINE BEVERAGE, LLC	44.40		3,055.50
1	2673	API	7/31/2025	014102 46888 ALPINE BEVERAGE, LLC	342.80		3,398.30
1	2673	API	7/31/2025	014102 46901 ALPINE BEVERAGE, LLC	112.80		3,511.10
1	2673	API	7/31/2025	014102 46902 ALPINE BEVERAGE, LLC	169.20		3,680.30
3	56	API	9/4/2025	000657 50578 MORNING GLORY DAIRY	169.08		3,849.38
7	2523	API	1/27/2026	014102 66659 ALPINE BEVERAGE, LLC	22.20		3,871.58
7	2523	API	1/27/2026	014102 66660 ALPINE BEVERAGE, LLC	22.20		3,893.78
8	638	API	2/5/2026	000186 67780 SUSANVILLE CITY OF	2,368.55		6,262.33

6,262.33

[5360950 305501](#)

HLVR POOL RECREAT ACTIVITY SUP	5360950	0.00	599.01	0.00	599.01	599.01
-----------------------------------	---------	------	--------	------	--------	--------

Pe r	Journal	Src	Eff Date	Reference	Debits	Credits	Net Change
8	638	API	2/5/2026	000186 67780 SUSANVILLE CITY OF	599.01		599.01

599.01

[5360950 306050](#)

HLVR POOL LANDSCAPING&IMPRO	5360950	0.00	700.40	0.00	700.40	700.40
--------------------------------	---------	------	--------	------	--------	--------

Pe r	Journal	Src	Eff Date	Reference	Debits	Credits	Net Change
8	638	API	2/5/2026	000186 67780 SUSANVILLE CITY OF	700.40		700.40

700.40

[5360950 306100](#)

HLVR POOL CAPITAL IMPRV BLDG	5360950	0.00	3,275.01	0.00	3,275.01	3,275.01
---------------------------------	---------	------	----------	------	----------	----------

Pe r	Journal	Src	Eff Date	Reference	Debits	Credits	Net Change
1	2673	API	7/31/2025	015836 46904 GUESS PLUMBING	760.00		760.00
8	638	API	2/5/2026	000186 67780 SUSANVILLE CITY OF	2,390.01		3,150.01
8	638	API	2/5/2026	000186 67793 SUSANVILLE CITY OF	125.00		3,275.01

Account Trial Balance



2026 Period 1 to 8
All Accounts

				3,275.01		
Total	0.00	246,730.11	267,203.17	-20,473.06		-20,473.06
Grand Total	0.00	246,730.11	268,486.29	-21,756.18		-21,756.18

YEAR-TO-DATE BUDGET REPORT

FOR 2026 08

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
5360 HONEY LAKE VALLEY RECREATION							
5360950 HONEY LAKE VALLEY REC-POOL							
5360950 203000 INTEREST	0	0	0	-1,118.23	.00	1,118.23	100.0%
5360950 203203 POOL DAILY PASSE	0	-30,000	-30,000	-25,529.40	.00	-4,470.60	85.1%
5360950 203206 SPECIAL PROGRAM	0	-9,500	-9,500	-12,150.00	.00	2,650.00	127.9%
5360950 203214 SUMMER PASSES	0	-10,300	-10,300	-6,960.00	.00	-3,340.00	67.6%
5360950 207400 OTHER-GOVERNMENT	0	-160,000	-160,000	-160,000.00	.00	.00	100.0%
5360950 210611 SWIM LESSONS	0	-35,000	-35,000	-8,878.50	.00	-26,121.50	25.4%
5360950 210660 DAILY PROGRAMS	0	-2,100	-2,100	-2,503.00	.00	403.00	119.2%
5360950 210661 PARTYS AND SPECI	0	-8,200	-8,200	-8,640.00	.00	440.00	105.4%
5360950 210662 CONSESSIONS	0	-10,900	-10,900	-11,911.21	.00	1,011.21	109.3%
5360950 210663 SCHOOL RENTALS	0	-1,600	-1,600	-2,139.80	.00	539.80	133.7%
5360950 210665 10 PUNCH CARDS	0	-8,100	-8,100	-9,360.00	.00	1,260.00	115.6%
5360950 210667 MONTHLY PROGRAMS	0	-14,800	-14,800	-2,909.00	.00	-11,891.00	19.7%
5360950 210668 LCC ADAPTIVE PE	0	-1,200	-1,200	.00	.00	-1,200.00	.0%
5360950 211200 MISCELLANEOUS	0	0	0	-1,699.03	.00	1,699.03	100.0%
5360950 211300 CONTRIBUTIONS AN	0	-5,700	-5,700	-13,350.00	.00	7,650.00	234.2%
TOTAL HONEY LAKE VALLEY REC-POOL	0	-297,400	-297,400	-267,148.17	.00	-30,251.83	89.8%
TOTAL HONEY LAKE VALLEY RECREATION	0	-297,400	-297,400	-267,148.17	.00	-30,251.83	89.8%
TOTAL REVENUES	0	-297,400	-297,400	-267,148.17	.00	-30,251.83	

YEAR-TO-DATE BUDGET REPORT

FOR 2026 08							
	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	0	-297,400	-297,400	-267,148.17	.00	-30,251.83	89.8%
** END OF REPORT - Generated by Tiffany Giessner **							

Honey Lake Valley Recreation Authority Agenda Item

Submitted By: Dan Newton, City Manager

Action Date: February 17, 2026

Subject: HLVRA meeting times

Presented By: Dan Newton, City Manager

Summary: A member of the public has requested that the HLVRA board consider modifying their meeting times to offering evening or rotating times.

Fiscal Impact: None

Action Requested: Discussion / Possible Direction

Attachments:

- 1. Megan Wright Email Pool Hours

Concern Regarding Pool Closure, Swim Team Access, and Board Accessibility

From Megan and Marc Wright [REDACTED]
Date Mon 1/26/2026 11:17 AM
To Dan Newton <dnewton@cityofsusanville.gov>

Dear Members of the Community Pool Board,

I am writing to express serious concern regarding the decision to close the community pool in a way that eliminates the high school swim team for the upcoming fall season. This outcome is deeply disappointing and has significant consequences for our students and families.

I was born and raised in Lassen County, and as a lifetime resident, I find it disheartening that we continue to face ongoing issues surrounding the community pool. This facility has long been an important part of our community, and it is troubling to see decisions that further limit access rather than strengthen its role for local families and youth.

As it currently stands, the rental cost being requested from the high school is far beyond what the school can reasonably afford. As a result, our children are losing the opportunity to participate in the sport of swimming at the high school level. For many students, high school athletics are not just extracurricular activities—they are critical for physical health, personal growth, teamwork, discipline, and in some cases, college opportunities. Removing access to a swim team effectively removes these benefits from our students.

Additionally, I would like to raise concern about the accessibility of board meetings. Holding monthly meetings at 3:00 p.m. on a Tuesday makes it extremely difficult for working parents to attend, participate, and have their voices heard. If decisions of this magnitude are being made, it is vital that families affected by those decisions have a realistic opportunity to be involved in the discussion. Offering evening or rotating meeting times would be a meaningful step toward transparency and community engagement.

Rather than pricing out the high school program, I urge the board to consider alternative solutions to balance operational costs. Expanding swim lessons, offering fall programming, hosting clinics, or creating additional community-based aquatic programs could increase revenue during the fall season while still supporting student athletics. These types of programs would benefit the broader community and help sustain the pool financially without sacrificing opportunities for our children.

I respectfully ask the board to reconsider the current rental terms for the high school swim team, explore additional revenue-generating programs, and make board meetings more accessible to the families you serve. Our community pool should be a shared resource that supports youth development, not a barrier to it.

Thank you for your time and consideration. I hope we can work together toward a solution that benefits both the pool and the students in our community.

Sincerely,
Megan Wright

Honey Lake Valley Recreation Authority Agenda Item

Submitted By:	Reesa Rice, Pool Director
Action Date:	February 17, 2026
Subject:	Age Requirement for Program Access
Presented By:	Reesa Rice, Pool Director
Summary:	The current minimum age for participation in adult exercise programs is 18. Management and lifeguards may make exceptions to this age requirement based on lane and pool availability. At a previous meeting, the HLVRA Board provided direction regarding the age limit following community members' feedback about limited lane availability during adult lap swim times. At that time, the minimum age had been set at 15. Concerns were raised when members of the Volcanoes swim team began attending evening lap swim sessions for additional practice, which contributed to reduced lane availability for adult participants. There was also a prior Board discussion in which guidance was given to allow swimmers of any age to use lanes when space was available. However, this approach did not sufficiently limit youth participation during peak evening hours. When evaluating requests for youth participation during designated adult exercise times, management considers several factors, including lane availability, swimmer speed compatibility, and compliance with the USA Safe Sport guidelines related to lane use and locker room access.
Fiscal Impact:	None
Action Requested:	Direction to Staff
Attachments:	None

Honey Lake Valley Recreation Authority Agenda Item

Submitted By: Reesa Rice, Pool Director

Action Date: February 17, 2026

Subject: Online Registration and Payments Discussion

Presented By: Reesa Rice, Pool Director

Summary: The Pool currently utilizes two separate point-of-sale systems:

1. **PayGov** – Used for credit card processing.
2. **Square** – Used for cash handling operations.

The HLVRA began using PayGov at the request of the County, as it is the same credit card processor utilized by the County. At the time of implementation, the County Treasurer expressed concern that Square did not have sufficient safeguards in place for use by a government agency.

One significant advantage of PayGov is that it permits credit card processing fees to be legally charged to the customer as a separate transaction. This structure ensures that the Pool does not incur losses associated with credit card fees. Currently, the Pool utilizes PayGov's base model at no cost.

A preliminary review of the PayGov platform indicates that additional features may be available that could enhance functionality and ease of accessibility for the Pool. These features may support expanded services, including potential online registration capabilities (for items such as pool rentals or water baby registration). However, any costs associated with upgrading beyond the base model would require further exploration and evaluation before implementation.

Registration Process for Swim Lessons and Pool Rentals

At present, registration for swim lessons and pool rentals is conducted in person. While online registration may offer greater convenience for patrons, the current in-person process provides important operational benefits.

In-person registration ensures that children are enrolled in the appropriate class level. This reduces the need for adjustments after sessions begin, supports effective instruction, and minimizes

classroom reorganization. Maintaining proper class placement contributes to a more efficient and structured learning environment.

The estimated annual cost associated with in-person registration is approximately \$600 in additional staffing time. However, both swim lessons and pool rentals reach full or near-full capacity each year. There is no indication that the requirement for in-person registration has resulted in lost revenue or reduced participation.

Fiscal Impact:

None

Action Requested:

Direction to Staff

Attachments:

None

Honey Lake Valley Recreation Authority Agenda Item

Submitted By: Reesa Rice, Pool Director

Action Date: February 17, 2026

Subject: Algae Concerns and Treatment

Presented By: Reesa Rice, Pool Director

Summary: Algae management at the pool requires a comprehensive and carefully coordinated maintenance program. This includes maintaining proper water chemistry, routine brushing and vacuuming, backwashing the filtration system, applying algaecide, and periodically shocking the pool. Each of these components must be performed consistently and at appropriate intervals to ensure water quality and prevent algae growth.

Under the current operating schedule, maintenance must be completed when no patrons are present, which significantly limits available time. Last year's schedule allowed for vacuuming three mornings per week—Monday, Wednesday, and Friday. Vacuuming requires a minimum of 1.5 hours: approximately 15 minutes to set up equipment, at least one hour to vacuum (often longer depending on conditions), and 15 minutes to break down and store equipment before patrons arrive. To complete this process prior to swim team practice, maintenance staff must arrive before 6:00 a.m.

Brushing the pool is also essential, particularly to disrupt algae growth on surfaces. Because brushing agitates debris that must later be removed, it must be performed in the evening so the material can settle overnight and be vacuumed the following morning. Currently, Thursday evenings after 7:00 p.m. are the only practical time available, allowing for follow-up vacuuming on Friday morning.

The pool's filtration system is backwashed one to two times per week, depending on system performance. Backwashing is triggered when flow rates drop below 750 gallons per minute (GPM), although the facility aims to maintain flow above 800 GPM to achieve four full water turnovers per day. Flow rates are frequently affected by environmental factors such as wind events and by high bather loads. As with other maintenance activities, backwashing must occur when the facility is closed, as the process can temporarily impact water clarity and introduce air into the lines. Algaecide is applied weekly and after each backwashing event, since backwashing removes not only debris but also a portion of

the chemicals in the water. Maintaining proper algaecide levels presents additional challenges due to the pool's size. Standard dosing guidelines recommend four or more ounces per 10,000 gallons of water. While smaller facilities may require only a few ounces, this pool requires several quarts—or even gallons—to achieve effective treatment levels. Because the algaecide used to treat black algae contains copper or a copper-based compound, there is a risk of side effects such as green discoloration of light-colored hair. The facility has also received occasional complaints regarding water taste and foaming during swim team practices.

In addition to routine maintenance, best practice during the high-use summer season calls for one weekend per month to be dedicated to shocking the pool. This process requires closing the facility for a minimum of three days. After the initial shock treatment is applied, the pool must be brushed to agitate and activate the chemicals, which temporarily reduces water clarity. Additional shock is then added over the following two days to maintain a chlorine residual above 10 ppm. Ideally, by Monday morning, the chemicals have settled sufficiently to allow for vacuuming and preparation for 7:30 a.m. swim team practice. Since the pool opened this season, only one shock treatment has been scheduled and completed.

Maintaining a clean, balanced, and algae-free pool requires substantial time, coordination, and consistent attention to each component of the maintenance program. If any part of this process is delayed or disrupted, the risk of an algae outbreak increases significantly. While discussions about expanding pool programming continue, the current schedule already provides minimal time for essential maintenance. To prevent further algae issues and ensure water quality, maintenance activities must be prioritized and adequately accommodated within the operating schedule.

Fiscal Impact:

None

Action Requested:

Direction to Staff

Attachments:

None

Honey Lake Valley Recreation Authority Agenda Item

Submitted By: Jolene Arredondo, Deputy City Manager

Action Date: February 17, 2026

Subject: Executive Officer Update

Presented By: Dan Newton, City Manager

Summary: The HLVRA Executive Officer will provide an administrative and operational update to the board.

Fiscal Impact: None

Action Requested: Possible direction to staff

Attachments:
None

Honey Lake Valley Recreation Authority Agenda Item

Submitted By: Jolene Arredondo, Deputy City Manager

Action Date: February 17, 2026

Subject: Annual update of Reimbursement Rates for City Personnel

Presented By: Dan Newton, City Manager

Summary: In the Agreement for Administrative and Operational Services for the Honey Lake Valley Recreation Authority (see attachment), hourly rates will be updated annually and become effective upon Board approval. The hourly rates schedule is presented to the Board for consideration for City staff who provide management, administrative and operational services to the HLVRA and execute the items listed in the agreement terms in section 2: Management, Administrative and Operational Services to be provided by the City. Per the agreement, requests for reimbursement shall not exceed the HLVRA's budget appropriation for staff services.

Fiscal Impact: Not to exceed budget appropriation for staff services

Action Requested: Approve reimbursement rates for City Staff services for management, administrative and operations services

Attachments:

- 1. Agreement for Management, Administrative, and Operational Services
- 2. 2026 Update - Appendix A

**AGREEMENT FOR ADMINISTRATIVE AND OPERATIONAL SERVICES
FOR THE HONEY LAKE VALLEY RECREATION AUTHORITY**

THIS AGREEMENT is entered into as of this 1st day of November 2017, by and between the CITY OF SUSANVILLE (hereinafter "CITY"), and the HONEY LAKE VALLEY RECREATION AUTHORITY (hereinafter "HLVRA"), a joint powers agency formed pursuant to the Joint Powers Exercise of Powers Act, Government Code Section §6500 et seq., by the City of Susanville and the County of Lassen.

RECITALS

WHEREAS, pursuant to Government Code Section §6500 et seq. and the Joint Powers Agreement Between the City of Susanville and the County of Lassen for the creation and operation of a Joint Powers Authority for the purpose of constructing a Community Swimming Pool (hereinafter "JPA Agreement"), HLVRA is authorized to enter into an agreement with the CITY for Management, Administrative and Operational Services; and

WHEREAS, on December 10, 2013, the City of Susanville began providing Management and Administrative Services to the Honey Lake Valley Recreation Authority; and

WHEREAS, the Honey Lake Valley Recreation Authority requested that the City of Susanville also provide operational services; and

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

TERMS

1. **TERM.** This Agreement shall become effective on the date it is approved by the respective agencies and shall continue until terminated by either party.
2. **MANAGEMENT, ADMINISTRATIVE AND OPERATIONAL SERVICES TO BE PROVIDED BY CITY.** CITY shall provide the following Management, Administrative and Operational Services to the HLVRA.
 - a) Overseeing all aspects of the project including: planning, financing, property acquisition, site preparation, design, permitting and construction.
 - b) Administer operational and governmental compliance Functions of the Authority
 - c) Administer and oversee Board correspondence and reports
 - d) Preparation of agendas and minute keeping
 - e) Contract management
 - f) Additional administrative duties as needed
 - g) Hiring pool facility staff, payroll, human resources, training and operations
3. **REIMBURSEMENT RATES.** In consideration of CITY's fulfillment of the promised services, HLVRA shall reimburse CITY for personnel and direct costs incurred by CITY in providing Management, Administrative and Operational Services to the HLVRA. The hourly rates are included in "Appendix A" and

will be updated annually and becomes effective upon Board approval. Requests for reimbursement request shall not exceed the HLVRA's budget appropriation for staff services.

4. **METHOD OF REIMBURSEMENT.** Reimbursement requests for services and direct costs incurred by CITY after the execution of this Agreement shall be presented to the HLVRA Board for approval and shall include a description of time and services provided. CITY shall submit such invoices to the Board for review and approval. Such invoices shall be paid to CITY within thirty (30) days of approval.

5. **SERVICE STANDARDS.**

CITY agrees that services shall be performed and completed in the manner and according to the professional standards observed by a competent practitioner of the profession in which CITY is engaged. CITY shall not, either during or after the term of this Contract, make public any reports or articles, or disclose to any third party any confidential information relative to the work of HLVRA or the operations or procedures of HLVRA without the prior written consent of HLVRA.

CITY shall make every reasonable effort to maintain the stability and continuity of CITY's staff assigned to perform the services required under this Agreement. CITY shall notify HLVRA of any changes in CITY's staff to be assigned to perform the services required under this Agreement. HLVRA reserves the right in its sole discretion to reject and request replacement of any staff assigned by the CITY to the following positions:

- a) Executive Officer
- b) Secretary
- c) Pool Director/Manager

6. **INDEPENDENT AGENCY.**

A. It is understood and agreed that CITY (including CITY's employees) is an independent agency and that no relationship of employer-employee exists between the Parties, or their employees, hereto.

B. CITY's assigned personnel shall not be entitled to any benefits payable to employees of HLVRA, and CITY shall be responsible to ensure necessary labor compliance for the provision of work under this Agreement. CITY shall provide all worker's compensation insurance coverage for all employees performing work under this Agreement. In the event an injury occurs to any employee of the CITY for which the employee or his dependents, in the event of his death, may be entitled to compensation from HLVRA under the provisions of California worker's compensation laws, for which compensation is claimed from HLVRA, such sums shall be paid directly through workers compensation coverage carried by the HLVRA.

C. HLVRA is not required to make any deductions or withholdings from the compensation payable to CITY under the provisions of the Agreement, and is not required to issue W-2 Forms for income and employment tax purposes for any of CITY's assigned personnel.

D. CITY shall not be liable for any worker's compensation, unemployment insurance, or disability claims, made by persons employed directly by HLVRA. CITY shall tender such claims to HLVRA promptly upon receipt. In the event any pool employees are employed by the CITY, and assigned to HLVRA

by this Agreement, HLVRA shall reimburse the City for unemployment insurance claims, if any, made by those operational employees and resulting from the pool season, and shall reimburse CITY within thirty (30) days of receipt of CITY's demand for such reimbursement.

E. CITY, in the performance of its obligations hereunder, is only subject to the control or direction of HLVRA as to the designation of tasks to be performed and the results to be accomplished.

F. Any third party person(s) employed by CITY shall be entirely and exclusively under the direction, supervision, and control of CITY.

G. CITY hereby indemnifies and holds HLVRA harmless from any and all claims that may be made against HLVRA based upon any contention by any third party that an employer-employee relationship exists by reason of this Agreement.

H. It is mutually agreed that all materials prepared by CITY or its employees under this Agreement shall become the property of HLVRA, and CITY shall have no property right therein whatsoever. Immediately upon termination, HLVRA shall be entitled to, and CITY shall deliver to HLVRA, reports, investigations, appraisals, inventories, studies, analyses, drawings and data estimates performed and operational plans and documents to that date, whether completed or not, and other such materials as may have been prepared or accumulated to date by CITY in performing this Agreement which is not CITY's privileged information, as defined by law, or CITY's personnel information, along with all other property belonging exclusively to HLVRA which is in CITY's possession.

7. **ACCESS TO RECORDS/RETENTION.** All non-privileged books, documents, papers and records of HLVRA that are directly pertinent to the subject matter of this Agreement shall be available to either party for the purpose of making audit, examination, excerpts and transcriptions. Except where longer retention is required by any federal or state law, or duly adopted records retention schedule, CITY shall retain records until after HLVRA makes final reimbursement for any of the services provided hereunder and all pending matters are closed, whichever is later. HLVRA shall cooperate with CITY and CITY shall cooperate with HLVRA in providing all necessary data in a timely and responsive manner to comply with all reporting and record retention requirements.

8. **ASSETS.** The parties recognize that furniture, equipment, office supplies, vehicles and other personal property will be required by the CITY to carry out its duties under this Agreement. All such personal property which is purchased or otherwise acquired by the CITY shall be the sole property of the CITY and shall remain CITY property upon the termination of this Agreement. If HLVRA purchases or otherwise acquires any personal property for use by the CITY in carrying out the duties of the CITY under this Agreement, such property shall remain the sole property of HLVRA at all times and shall be promptly returned to HLVRA by the CITY upon termination of this Agreement.

9. **INDEMNIFICATION.**

HLVRA shall hold harmless, defend and indemnify CITY from and against any and all claims, suits, actions, costs, attorney's fees (including the reasonable costs of representation by the HLVRA Counsel), expenses, liabilities, damages, judgments, or decrees arising from the aforementioned employee's performance or non-performance of the duties or responsibilities of the HLVRA Administrative Services staff, including, but not limited to, any actions or conduct of the employee(s) arising in the course and scope of the employee(s) service.

CITY shall hold harmless, defend, and indemnify HLVRA from and against any and all claims, suits, actions, costs, attorney's fees (including the reasonable costs of representation by in-house counsel), expenses, liabilities, damages, judgments, or decrees arising from the aforementioned employee's performance or non-performance of any official City duties or responsibilities other than those of the HLVRA Administrative Services staff, including, but not limited to, any actions or conduct of the employee(s) arising outside the course and scope of the employee(s) service, but within the employee's course and scope of employment with CITY.

10. **NOTICES.** All notices required or authorized by this Agreement shall be in writing and shall be delivered in person or by mail. Such notices shall be addressed as noted below, in accordance with the mode of communication selected.

HLVRA

Honey Lake Valley Recreation Authority
c/o City of Susanville
66 North Lassen Street
Susanville, CA 96130

CITY

City of Susanville
66 North Lassen Street
Susanville, CA 96130

11. **AMENDMENT/MODIFICATION.** Except as otherwise provided herein, this Agreement may be modified or amended only in writing and with the prior written consent of both parties.

12. **TERMINATION.** This Agreement may be terminated by either HLVRA or CITY upon ninety (90) days written notice.

13. **SEVERABILITY.** If any provision of this Agreement, or any portion thereof, is found by any court of competent jurisdiction to be unenforceable or invalid for any reason, such provision shall be severable and shall not in any way impair the enforceability of any other provision of this Agreement.

14. **WAIVER.** The waiver at any time by any party of any of its rights with respect to a default or other matter arising in connection with this Agreement shall not be deemed a waiver with respect to any subsequent default or other matter.

15. **VENUE.** This Agreement shall be deemed to be made in, and the rights and liabilities of the Parties, and the interpretation and construction of the Agreement governed by and construed in accordance with the laws of the State of California. Any legal action arising out of this Agreement shall be filed in and adjudicated by a court of competent jurisdiction in the County of Lassen, State of California.

16. **ENTIRE AGREEMENT.** This instrument and any attachments hereto constitute the entire Agreement between City and HLVRA concerning the subject matter hereof and supersedes any and all prior oral and written communications between the Parties regarding the subject matter hereof.

IN WITNESS WHEREOF, this Agreement was executed by the parties hereto as of the date first above written.

"HLVRA"

Honey Lake Valley Recreation Authority

By Brian R. Wil

APPROVED AS TO FORM:

HLVRA Legal Counsel

"CITY"

City of Susanville

By Kathie Garnier
Kathie Garnier, Mayor

APPROVED AS TO FORM:

Susanville City Attorney

Jessica Ryan
Jessica Ryan

Appendix A

Management & Administrative Positions

Actual Rate (weighted cost)

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

Operational Positions

	Actual Rate (weight cost)	Newly Created Position Wage (regular rate)
Pool Director/Manager	\$ 27.48 per hour	\$18.42 /hr (range 930)
Assistant Pool Manager	\$ 21.13 per hour	\$17.10 /hr (range 927)
Head Swim Instructor	\$ 19.14 per hour	\$15.49 /hr (range 923)
Swim Instructor II	\$ 16.51 per hour	\$13.36 /hr (range 917)
Swim Instructor I	\$ 15.33 per hour	\$12.41 /hr (range 914)
Swim Instructor	\$ 14.23 per hour	\$11.52 /hr (range 911)
Head Lifeguard	\$ 18.68 per hour	\$15.12 /hr (range 922)
Life Guard II	\$ 16.10 per hour	\$13.03 /hr (range 916)
Life Guard I	\$ 14.95 per hour	\$12.10 /hr (range 913)
Life Guard	\$ 13.55 per hour	\$10.97 /hr (range 909)
Maintenance Worker Parks	\$ 12.97 per hour	

Overtime Rates (Daily/Weekly Overtime Premium)

Pool Director/Manager	\$ 27.63 per hour
Assistant Pool Manager	\$ 25.65 per hour
Head Swim Instructor	\$ 23.24 per hour
Swim Instructor II	\$ 20.04 per hour
Swim Instructor I	\$ 18.62 per hour
Swim Instructor	\$ 17.28 per hour
Head Lifeguard	\$ 22.68 per hour
Life Guard II	\$ 19.55 per hour
Life Guard I	\$ 18.15 per hour
Life Guard	\$ 16.46 per hour

Appendix A - 2026 Update

Management & Administrative Staff Services

	Base Rate	Benefitted Wage	Overtime Rate
City Manager (HLVRA Executive Officer)	\$ 106.42 to \$ 114.93	\$ 163.27 to \$ 176.33	exempt
Deputy City Manager (HLVRA Secretary)	\$ 53.42 to \$ 57.69	\$ 80.50 to \$ 86.94	exempt
City Clerk (Human Resources)	\$ 63.97 to \$ 69.09	\$ 101.76 to \$ 109.90	exempt
Assistant Director - Finance (Payroll)	\$ 47.12 to \$ 50.89	\$ 72.94 to \$ 78.78	exempt
Account Technician / I / II (AP/AR)	\$ 19.84 to \$ 34.50	\$ 36.74 to \$ 57.28	\$ 33.58 to \$ 58.38

Operational Staff Services

	Base Rate	Benefitted Wage	Overtime Rate
Pool Director/Manager	\$ 36.17 to \$ 39.06	\$ 61.07 to \$ 65.96	exempt

Operational Staff Services: Part-Time Seasonal Hourly Positions

	Base Rate	Overtime Rate
Assistant Pool Manager	\$ 20.83 to \$ 23.57	\$ 31.25 to \$ 35.36
Head Swim Instructor	\$ 17.53 to \$ 19.83	\$ 26.30 to \$ 29.75
Head Program Instructor	\$ 17.53 to \$ 19.83	\$ 26.30 to \$ 29.75
Head Lifeguard	\$ 17.53 to \$ 19.83	\$ 26.30 to \$ 29.75
Lifeguard/Swim Instructor	\$ 17.10 to \$ 18.41	\$ 25.65 to \$ 27.62
Swim Instructor/Facility Attendant	\$ 17.10 to \$ 18.41	\$ 25.65 to \$ 27.62

Operational Staff Services (Staff services used on as-needed basis only)

	Base Rate	Benefitted Wage	Overtime Rate
Building Official	\$ 50.02 to \$ 54.02	\$ 75.46 to \$ 81.50	exempt
Parks and Facilities Maintenance Superintendent	\$ 39.10 to \$ 42.23	\$ 67.50 to \$ 72.90	\$ 73.22 to \$ 79.08
Parks Maintenance Worker	\$ 24.46 to \$ 26.42	\$ 46.04 to \$ 49.72	\$ 45.80 to \$ 49.46

Honey Lake Valley Recreation Authority Agenda Item

Submitted By: Jolene Arredondo, Deputy City Manager

Action Date: February 17, 2026

Subject: Consider reimbursement for Administrative, Management, and Operational Services costs to the City of Susanville

Presented By: Dan Newton, City Manager

Summary: Per the Agreement for Administrative and Operational Services for the Honey Lake Valley Recreation Authority (HLVRA), the City of Susanville provides Management, Administrative, and Operational Services to the HLVRA. Per said agreement, the method for reimbursement requests for services and direct costs incurred by the City shall be presented to the HLVRA Board for approval. As presented at the previous meeting, the Executive Officer time was tracked for the time period of August 30-January 2, 2026 but was not directly billed or presented for reimbursement, that time has been included in the reimbursement request.

Fiscal Impact: 3002300 - Professional Services: \$2,853.25
3002359 - Staffing (Pool Employees): \$1,832.10

Action Requested: Approve reimbursement in the amount of \$4,685.35

Attachments:

- 1. City Staff Services Invoice



CITY OF SUSANVILLE
ADMINISTRATIVE SERVICES DEPARTMENT
66 NORTH LASSEN STREET
SUSANVILLE, CA 96130
(530) 252-5115

INVOICE #36

ACCT: 9003

Invoice Date: 2/17/2026

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

TOTAL DUE: \$ 4,685.35
PAYMENT Due: Upon Receipt

SUBJECT: Reimbursement for Administrative, Management & Operational Services and Associated Direct Costs

DESCRIPTION:

Reimbursement for Administrative Services (Executive Officer) August 30, 2025 - January 2, 2026	565.845
Reimbursement for Administrative Services January 3 -30, 2026	\$ 2,287.41
Reimbursement for Pool Employees January 3 -30, 2026	\$ 1,832.10

TOTAL DUE: \$ 4,685.35

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

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

ACCT: 9003

HLVRA
C/O LASSEN COUNTY
221 S. ROOP ST., STE 1
SUSANVILLE, CA 96130

Amount Due: \$ 4,685.35

Date of Invoice: 2/17/2026

Amount Paid:

January 3, 2026 - January 30, 2026

Administrative	Hours	Wage	Benefits	Total
Executive Officer	5.00	\$ 108.88	\$ 60.04	\$ 844.60
Secretary	19.50	\$ 51.17	\$ 22.82	\$ 1,442.81
Clerk		\$ 63.97	\$ 37.79	\$ -
Parks & Facilities Superintendent		\$ 39.10	\$ 28.40	\$ -
Total	24.50			\$ 2,287.41

Pool Employees	Hours	Wage	Benefits	Total
Pool Manager	30.00	\$ 36.17	\$ 24.90	\$ 1,832.10
Assistant Pool Manager		\$ 23.68		\$ -
Overtime - Asst. Manager		\$ 31.26		\$ -
Pool Maintenance Worker				\$ -
Head Swim Instructor		\$ 19.92		\$ -
Head Program Instructor		\$ 19.92		\$ -
Head Lifeguard		\$ -		\$ -
Head Lifeguard		\$ 19.06		\$ -
Lifeguards/Swim Instructors		(varies)		\$ -
Total	30.00			\$ 1,832.10

Training (Lifeguard Trainer) - travel expenses \$ -

\$ 4,119.51

August 30, 2025 - January 2, 2026

Administrative	Hours	Wage	Benefits	Total
Executive Officer	3.50	\$ 103.56	\$ 58.11	\$ 565.85
Secretary		\$ 51.17	\$ 22.82	\$ -
Clerk		\$ 63.97	\$ 37.79	\$ -
Parks & Facilities Superintendent		\$ 39.10	\$ 28.40	\$ -
Total	3.50			<u>\$ 565.85</u>

Pool Employees	Hours	Wage	Benefits	Total
Pool Manager		\$ 36.17	\$ 24.90	\$ -
Assistant Pool Manager		\$ 23.68		\$ -
Overtime - Asst. Manager		\$ 31.26		\$ -
Pool Maintenance Worker				\$ -
Head Swim Instructor		\$ 19.92		\$ -
Head Program Instructor		\$ 19.92		\$ -
Head Lifeguard		\$ -		\$ -
Head Lifeguard		\$ 19.06		\$ -
Lifeguards/Swim Instructors		(varies)		\$ -
Total	0.00			<u>\$ -</u>

Training (Lifeguard Trainer) - travel expenses \$ -

\$ 565.85