



LASSEN COUNTY FAIR
195 Russell Avenue
Susanville, CA 96130
Phone (530) 251-8900

Memo

To: Lassen County Board of Supervisors
From: Samantha McMullen, Interim Fair Manager
Date: October 17, 2024
Agenda Date: October 22, 2024
Re: Hidden Woods Music Festival Expenditures- J&J Performing Arts Invoice

RECOMMENDATION: That the Board of Supervisors: 1) Approve expenditures in the amount of \$2,500 and/or 2) Provide direction to staff.

PRIOR ACTION: Prior action was taken by the Board of Supervisors on August 13, 2024 to approve five contracts for the Hidden Woods Music Festival for a total of \$308,096.59 in expenditures and October 8, 2024 to approve expenditures in the amount of \$82,824.46.

DISCUSSION:

The Lassen County Fair seeks approval to pay the attached invoice for J&J Performing Arts for services rendered at the Hidden Woods Festival. The Fair office received the request for payment for these services but no contract was developed for these services. Upon inquiry, the Fair office was informed there was an informal agreement made between the vendor and the former Fair Manager. As these services were not contracted for in accordance with the Lassen County purchasing policy, approval of the payment to the vendor needs to come from the Board of Supervisors.

FINANCIAL IMPACT: Expenditures in the amount of \$2,500 to be paid from Fund 175.

ALTERNATIVE: Not Approve.

J and J Performing Arts
611 Main Street
Susanville, CA 96130

Phone: 530-260-1575
Fax:
Email: J and J Performing Arts
<jjperforming@yahoo.com>



TO: Lassen County Fair
Russel Ave
Susanville, CA 96130

DATE: Mon, Oct 7, 2024

Invoice

INVOICE PERIOD: Oct 01, 2024 to Oct 31, 2024

Balance Due: 2,500.00

Previous Balance			0.00
	Other Charges	2,500.00	
	Payments -- Thank You!	-0.00	
Balance Due			2,500.00

This statements reflects charges and payments through October 2, 2024

Please email questions to jjperforming@yahoo.com

THANK YOU FOR YOUR BUSINESS!