

SQUAW VALLEY PUBLIC SERVICE DISTRICT

FINANCE COMMITTEE MEETING

DATE: January 25, 2016

Call to order at 3:30 P.M.

Public comment – none

Attendees: Director Eric Poulsen; Director Bill Hudson; Mike Geary, General Manager; Kathy Obayashi-Bartsch, Secretary to the Board; Pete Bansen, Fire Chief; Danielle Grindle, Finance & Administration Manager; Kendall Galka and Robert McClintock, McClintock Accountancy.

F-1 Audit Report for Fiscal Year 2014-15:

Mr. McClintock and Ms. Galka reviewed the audit report with the committee. GASB 68 is an accounting pronouncement which requires accounting and financial reporting for pensions. The total current assets exceeded total liabilities by \$257,000. This is a decrease of FY2014 current assets exceeding total liabilities by \$2,629,000. In the past, the pension liability was disclosed in the report notes but not in the numbers presented in the report.

A significant change in the past audit year was the change from staff performing cash basis to accrual basis accounting. In the past the cash basis accounting required many end of the year (Period 13) financial adjustments which were performed by 3rd party, Gibson & Son. These adjustments would bring the financials to an accrual basis for the financial statements.

In comparison to last fiscal year, the District is in better fiscal shape than the past year, primarily due to Fire Strike Team revenues, Squaw Valley Mutual Water Company operations and maintenance contract work, administrative fees charged to projects and ad valorem tax revenue.

D-1 Operating Account Check Register: Ms. Grindle reviewed the Operating Check Register numbers 43273 – 43374 and ACH payments. Staff reviewed payments of more than \$800 and provided an explanation of the following payments and a summary of electronic payments (ACH). There was also discussion of some payments less than \$800 that were of interest to the Committee members.

Check Payments:

43275 Mass Mutual Retirement – deferred compensation withholding

43283 Wesley Beyer – Fire department sweatpants and shirts

43292 Gibson & Company – preparation of financial statement

43295 Mass Mutual Retirement – deferred compensation withholding

43298 John O Neal – reimbursement for mileage and personal cell phone use

43300 Tahoe City Electric – full calendar year of electric repairs for East Booster station & 305 SV Road facility, install weather station

43303 ABC Fire Extinguisher – annual fire extinguisher testing at 305 & 1810 SV Road facilities

43310 Tahoe Forest Hospital – pre-employment drug screening & annual fire department fitness testing

43311 ABC Fire Extinguisher – annual fire extinguishers servicing

43313 Tom Archer – legal services including PlumpJack, Borden, Resort @ Squaw Creek & SVRE

43315 AT&T – DSL internet services

43316 Bank Card Center – recruitment ads, class registrations, office 365 subscription, lunch (audit staff), dinner (class) & donation to Sierra Water
43317 Bank Card Center – batteries, boots, District holiday lunch & emergency overnight supplies
43323 Hunt & Sons – diesel & unleaded fuel
43325 Liberty Utilities – electricity for all facilities, wells & pumps
43333 Standard Insurance – dental insurance
43334 Tahoe Truckee Propane – propane for 305 & 1810 SV Road facilities
43336 US Bank, Global Trust Service – interest due on building loan
43337 US Postal Service – postage for meter
43341 Mass Mutual Retirement – deferred compensation withholding
43346 Bauer Compressors – annual testing of SCBA air compressors
43347 Brad Chisholm – reimbursement for class registration, mileage, lodging & meals for Task Force Strike Team
43351 Allen Riley – reimbursement for mileage, lodging, meals & class registration for Fire Inspector 1A
43353 Silverado Avionics – digital hand held radios, half to be reimbursed by a grant
43359 Farr West Engineering – RWS, PlumpJack, Resort@ Squaw Creek, SVRE Village Project
43361 Hunt & Sons – unleaded & diesel fuel
43362 HydroMetrics – PlumpJack & SVRE Village Project
43364 McClintock Accountancy – audit services
43369 Sierra Chemical – caustic soda
43370 Sierra Controls – SCADA implementation
43372 Truckee Tahoe Propane – heating fuel
43373 Tahoe Truckee Sanitation Agency – sewer treatment fees

Ms. Grindle reviewed exhibits D-2 through D-13.

D-2 Operations Enterprise Fund

The statement shows 50% of the year has elapsed for the month ending in December. Expenditures are running at 49.5% of the annualized budget.

D-3 Fire Government Fund

Chief Bansen said the statement shows 50% of the year has elapsed for the month ending in December. Expenditures are running at 56.3% of the annualized budget or 6.3% unfavorable. The overage in salaries is due to Strike Team work and staff covering for injured staff members. There is \$162,000 outstanding revenue to be received from Strike Team work.

D-4 Fund Balance Statement

The statement shows the highest yielding funds are Placer County Funds (#541-003 and #541-435) at 1.2%.

D-5 Capital Reserve Fund Balance Sheet/Income Statement-

The income statement shows 50% of the year has elapsed for the month ending in December. Expenditures are running at 51.7% or 1.7% unfavorable.

D-6 Bike Trail Snow Removal Expenditure vs. Revenue

The statement shows that 27% of the budget year has elapsed for the month ending in December. Total

expenditures are at 32% which includes the snow blower payment for the year.

D-7 Operations Petty Cash Check Register

There was no activity in the quarter.

D-8 Fire Dept. Petty Cash Check Register

The only payment from this account was to Northstar Fire Department for Chief Bansen's EMT renewal certification.

D-9 Capital Improvements

The projects were reviewed for Operations and the Fire Department.

Payments: Ms. Grindle reviewed the following payments with the Committee:

D-10 Progress Payment – California Infrastructure & Economic Development Bank – facility loan

D-11 Progress Payment – Farr West Engineering – Redundant Water Supply

D-12 Progress Payment – HydroMetrics – SCADA *Village @ Squaw* Project

D-13 Progress Payment – Sierra Controls – SCADA Implementation

Other items reviewed by the Committee included:

Mr. Geary reviewed the Bike Trail Snow Removal Project current pledge funds form which includes an authorization for the District to keep any funds in reserve.

F-5 Financial Reserves Policy

Ms. Grindle reviewed the policy.

No further business coming before the Finance Committee, the meeting was adjourned at 6:00 P.M.

By, K.O. Bartsch