

**SQUAW VALLEY PUBLIC SERVICE DISTRICT  
FINANCE COMMITTEE MEETING  
DATE: October 26, 2015**

Call to order at 3:30 P.M.  
Public comment – none

**Attendees:** Directors Eric Poulsen and Dale Cox; Kathy Obayashi-Bartsch, Secretary to the Board; Pete Bansen, Fire Chief; Prudence L'Heureux; Temporary Finance & Administration Manager and Danielle Grindle, public.

D-1 Operating Account Check Register: Ms. L'Heureux reviewed the Operating Check Register numbers 43028 - 43100 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:

- 43028 Mass Mutual Retirement Services – deferred compensation withholding
- 43032 AT&T – admin/operations phone bill & DSL
- 43037 Delfino, Madden, O'Malley, Coyle – legal services for personnel
- 43038 State of CA justice Department – background check
- 43040 Hunt & Sons – diesel & unleaded fuel
- 43041 Thomas Archer – legal services, SVRE development agreement, elevator repairs, board packet & meeting
- 43042 Liberty Utilities – electricity for all facilities
- 43045 Novalynx Corporation – weather station
- 43047 K. Obayashi-Bartsch – reimbursement for CSDA training & travel expenses
- 43053 Sierra Nevada Media – newspaper advertisements for position recruitment & facility space lease
- 43055 Standard Insurance Company – life insurance
- 43056 Standard Insurance Company – dental insurance
- 43060 Western Nevada Supply – water box lids, gasket & flange for Well 5R
- 43063 Donnoe & Associates – part-time Firefighter exam rental
- 43065 San Francisco Chronicle – subscription for Fire department
- 43073 Mass Mutual Retirement Services – deferred compensation
- 43077 A1 Radiator – repair E21 radiator
- 43083 Farr West Engineering – progress payments for Redundant Water Supply Project, Resort @ Squaw Creek Phase II, general engineering service, water& sewer master plans and VueWorks implementation
- 43084 Gibson Accounting – preparation of end of year financial statement
- 43086 HydroMetrics – Village Project on-call services, groundwater modelling
- 43093 Office Depot – office supplies
- 43095 Special District Risk – insurance for Chief's vehicle
- 43096 Shields Consulting – state mandated program reimbursement
- 43097 Sierra Controls – SCADA implementation

D-2 Operations Enterprise Fund: Ms. L'Heureux said the statement for the current fiscal year shows 25% of the year has elapsed and expenditures are running at 22.3% of the budget or 2.7% favorable.

D-3 Fire Government Fund: Chief Bansen said the statement for the current fiscal year shows 25% of the year has elapsed and expenditures are running at 27.6 % of the annualized budget or 2.6% unfavorable. Chief Bansen reviewed wildland fire expenses and reimbursements.

D-4 Fund Balance Statement: Ms. L'Heureux reviewed the fund balances. The highest rate is Placer County's Investment Fund at 1.355%.

Mr. Geary reviewed the Fixed Asset Replacement Fund/Capital Balance. This includes \$325,000 to Water, \$70,000 to Sewer, \$200,000 to Fire, \$40,000 to Water capital, \$6,000 to Sewer capital and \$12,000 to Fire capital for a total contribution of \$659,000.

Mr. Geary reviewed the estimated allocation of current property taxes vs budget. The District anticipates receiving approximately \$3.3 million which is nearly a 10% increase from 2014-15 and a 2% increase over the 2015-16 budget estimate.

Ms. L'Heureux reviewed the following items with the Committee:

- D-5 Capital Reserves
- D-6 Operations Dept. Petty Cash Check Register
- D-7 Fire Dept. Petty Cash Check Register
- D-8 Capital Improvement Financial Progress Report

Payments: Mr. Geary reviewed the following payments with the Committee:

- D-9 Progress Payment – HydroMetrics – Village Project On-Call
- D-10 Progress Payment – Farr West Engineering – Sewer Master Plan
- D-11 Progress Payment – Farr West Engineering – Master Water Plan
- D-12 Progress Payment – Farr West Engineering – VUEWorks Implementation
- D-13 Progress Payment – Farr West Engineering – Redundant Water Supply
- D-14 Progress Payment – Sierra Controls – SCADA Implementation – Phase II

Other items reviewed by the Committee included:

F-4 Well 5R Emergency Repairs – Retroactive Approval.  
This item is to retroactively authorize purchase of new pump.

F-6 Vehicle Purchase – Operations Department.  
This item is a request to authorize replacement of the District's 1997 Ford Explorer with the purchase of a 2016 Ford Explorer.

F-9 CalFIRE Radio Equipment Grant.  
This item is for adoption of Resolution 2015-15 approving acceptance of the grant and authorize a budget amendment of \$5,179.70 – a 50/50 match for radio equipment.

F-10 Fire Department Pay Scale Revision.  
This item is for approval of the revised Fire Department pay scale. The revised scale increases the part-time Firefighter rate from \$11.00/hour for the training period to \$12.00/hour and from \$12.00/hour to \$13.50/hour, once training is complete and following a successful evaluation.

No further business coming before the Finance Committee, the meeting was adjourned at 5:00 P.M.  
By, K.O. Bartsch