

**SQUAW VALLEY PUBLIC SERVICE DISTRICT  
FINANCE COMMITTEE MEETING**

**DATE: July 27, 2015**

Call to order at 3:30 P.M.

Public comment – none

**Attendees:** Directors Eric Poulsen and Brian Sheehan; Mike Geary, General Manager; Cindy Herbert, Office Manager; Pete Bansen, Fire Chief; and Tom Campbell, Finance and Administration Manager.

D-1 Operating Account Check Register: Mr. Campbell reviewed the Operating Check Register numbers 42738-42839 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:

- 42743 MassMutual - Retirement Services – deferred compensation withholding
- 42746 John O’Neal - reimbursement mileage
- 42757 CODE 3 - light bar/lights/siren new Chief’s vehicle
- 42758 Lund Industries - tactical console Chief’s vehicle
- 42765 Law Offices of Thomas S Archer - legal services including reimbursable expenses
- 42767 AT&T - long distance phone, elevator
- 42768 Atomic Printing - summer newsletter
- 42770 BankCard Center - 95 transfer fuel tank, meter box insulation, 12V fuel transfer pump
- 42772 Cook Concrete Productions, Inc. - precast manhole base
- 42778 Liberty Utilities - electricity for all facilities
- 42779 Mountain Hardware & Sports - paint/paint supplies, faucet kit, tool box for Prowler
- 42782 Office Depot - Office chair and supplies
- 42786 Sierra Chemical - caustic solution
- 42796 Burkett’s - 50% deposit office furniture for Fire Department
- 42801 Hunt & Sons, Inc. - unleaded/diesel fuel
- 42806 SDRMA – Workers compensation, general liability/prop premiums
- 42807 Shields Consulting Group, Inc. - 15% fee-state mandated cost reimbursement for claims
- 42810 Standard Insurance Company - dental insurance
- 42814 All Star Fire Equipment, Inc. - 2 Scott Protégé Pro 4 gas meters
- 42815 US Bank, Global Corporate Trust Services - 305 building loan
- 42816 MassMutual Retirement Services - deferred compensation
- 42818 FarrWest Engineering – water/sewer master plan, VueWorks, Water Supply Assessment, Redundant Water Supply study
- 42820 Lakeside Paving & Sealing, Inc. - clean seal/stripe 1810 parking lot
- 42823 Sierra Controls, LLC - SCADA work
- 42837 Stanley Craig Trumbull – IT services
- 42838 Tahoe Truckee Sanitation Agency – sewer treatment fees 1810 & 305 Squaw Valley Rd

D-2 Operations Enterprise Fund: Mr. Campbell said the statement for the current fiscal year shows 99% of the year has elapsed and expenditures without depreciation are running at 87.9% of the annualized budget or 11.10% favorable.

D-3 Fire Government Fund: Mr. Campbell said the Fire statement for the current fiscal year shows 99% of the year has elapsed and expenditures without depreciation are running at 103.1% of the annualized budget or 4.1% unfavorable.

D-4 Fund Balance Statement: Mr. Campbell reviewed the fund balances.

D-5 Capital Reserves: Mr. Campbell reviewed the fund balances with the Committee.

D-6 Operations Dept. Petty Cash Check Register: Mr. Campbell reviewed the item.

D-7 Fire Dept. Petty Cash Check Register: Mr. Campbell reviewed the item.

D-8 Capital Improvement Financial Progress Report: Mr. Campbell reviewed the item.

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

D-9 Progress Payment – California Infrastructure & Economic Development

D-10 Progress Payment – Lakeside Paving – Paving Project 2015

D-11 Progress Payment – Sierra Controls – SCADA Master Plan

D-12 Progress Payment – Farr West Engineering – Master Sewer Plan 2015

D-13 Progress Payment – Farr West Engineering – Water Master Plan 2015

D-14 Progress Payment – Farr West Engineering – Redundant Water Supply

D-15 Progress Payment – Farr West Engineering – Water Supply Assessment

D-16 Progress Payment – Farr West Engineering – VUEWorks Implementation

Other Business: The Committee reviewed the following items which will be brought forth to the full Board for consideration at the regular meeting on July 28, 2015.

F-4 Professional Services Agreement with HDR Engineering, Inc.

Mr. Campbell reviewed the proposal totaling \$48,675. He said he had earmarked \$25,000 for the project and is requesting a Budget Amendment for an additional \$23,675 for the full amount of the proposal.

F-5 Employee Safety Incentive Program

Mr. Campbell reviewed the financial impacts of the Safety Incentive Program.

G-3 Administrative Report

Mr. Campbell reviewed the report.

No further business coming before the Finance Committee, the meeting was adjourned at 5:20 P.M.

By, Cindy Herbert