

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

DATE: August 24, 2015

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

Attendees: Directors Eric Poulsen and Brian Sheehan; Kathy Obayashi-Bartsch, Secretary to the Board; 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 42840-42925 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:

42845 Mass Mutual Retirement Services – deferred compensation withholding
42848 Aramark – utility dept. uniforms
42849 Thomas Archer – legal services including reimbursable expenses
42851 AT & T – admin/operations phone bill & DSL
42852 Bankcard Center – General Manager Conference expenses and CSDA Board member training
42853 Bankcard Center – uniform pants, classes and workshop
42859 LAFCO – annual fee
42860 Lakeside Paving – patch paving project
42861 Liberty Utilities – electricity for all facilities
42865 Poulsen Investments – reimbursement of Olympic Estates deposit
42867 Sierra Chemical – caustic soda
42870 Standard Insurance – dental insurance
42872 Stanley Trumbull – IT services
42877 Angela Costamagna – cleaning services
42879 Bankcard Center – radio scanner, radio, step ladder, lettering for vehicle, file sorter, gasket
42881 Burkett's – office furniture for medic office
42883 Dept. of Forestry & Fire Protection – dispatch services final payment for 2014-15
42885 Hunt & Sons – diesel & unleaded fuel
42893 Mass Mutual Retirement Services – deferred compensation withholding
42895 James Smith – exterior painting of 1810 Squaw Valley Road
42897 Brandon Burks – reimbursement for mileage and uniform items
42900 Capitol Elevator – repair of elevator at 305 Squaw Valley Road
42903 Farr West Engineering – water supply assessment, Olympic Estates, Resort @ Squaw Creek, VueWorks, Sewer & Water Master plans & on-call services
42905 Hunt & Sons – unleaded & diesel fuel
42906 HydroMetrics – water supply assessment & Resort @ Squaw Creek
42907 Interflow Hydrology – water supply assessment
42913 Sierra Controls – SCADA implementation project
42924 Margaret Urie – District logo design

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

D-6 Progress Payment – Farr West Engineering – VUEWorks Implementation
D-7 Progress Payment – Farr West Engineering – Water Supply Assessment

- D-8 Progress Payment – Farr West Engineering – Redundant Water Supply PAE
- D-9 Progress Payment – Farr West Engineering – Water Master Plan
- D-10 Progress Payment – Farr West Engineering – Sewer Master Plan
- D-11 Progress Payment – HydroMetrics Water Resources Inc. – Village Project On-Call
- D-12 Progress Payment –Sierra Controls – SCADA Implementation
- D-11 Progress Payment –Interflow Hydrology – Water Supply Assessment Review

D-2 Operations Enterprise Fund: Mr. Campbell said the statement for the current fiscal year shows 8% of the year has elapsed and expenditures without depreciation are running at 7.9% of the annualized budget or .1% favorable.

D-3 Fire Government Fund: Mr. Campbell said the Fire statement for the current fiscal year shows 8% of the year has elapsed and expenditures without depreciation are running at 8.9% of the annualized budget or .9% unfavorable. It was suggested that Mr. Campbell provide an explanatory statement to address the variance in salaries and wages which he believes is a budgeting oversight related to retirement. Chief Bansen suggested that the strike team expense and revenue figures are more clearly presented. The \$12,000 variance is due to a budgeting oversight related to a retirement and unanticipated overtime.

D-4 Fund Balance Statement: Mr. Campbell reviewed the fund balances. The Placer County fund was not updated on this statement.

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

Other Business: The Committee reviewed the following items which will be brought forth to the full Board for consideration at the regular meeting on August 25, 2015.

F-2 2014-15 – Capital Projects Budget Amendment/ Annual Fixed Asset Transfers.

A: Capital Projects Budget Amendment.

B: Annual Fixed Asset Transfers.

Mr. Campbell reviewed the item.

F-4 District Facility Lease Amendment – 1810 Squaw Valley Road – Inn Shop at Squaw Valley.

Ms. Obayashi-Bartsch reviewed the item.

F-5 Type I Fire Engine Purchase.

Chief Bansen reviewed the item.

F-6 Roof Replacement – 1810 Squaw Valley Road.

Ms. Obayashi-Bartsch reviewed the item.

No further business coming before the Finance Committee, the meeting was adjourned at 4:30 P.M.

By, K.O. Bartsch