

**SQUAW VALLEY PUBLIC SERVICE DISTRICT**

**FINANCE COMMITTEE MEETING**

**DATE: September 28, 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; Julie Dickman, Account Clerk II/HR Specialist and Prudence L'Heureux; Temporary Finance & Administration Manager & Phyllis McConn.

D-1 Operating Account Check Register: Ms. L'Heureux reviewed the Operating Check Register numbers 42926-43027 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:

- 42929 Tom Campbell – payroll & vacation pay out
- 42930 Tom Campbell – sick leave pay out
- 42931 Brandon Burks –reimbursement for mileage, boots, first aid stations & water district grade 2 certification
- 42933 Mass Mutual Retirement Services – deferred compensation withholding
- 42936 Hans Walde – reimbursement for registration for fire show conference
- 42937 Mass Mutual Retirement Services – deferred compensation withholding
- 42941 AT&T – admin/operations phone bill & DSL
- 42942 Bank Card Center –light bulbs, first aid kits, first aid station, computer mouse/keyboard, lunch
- 42943 Bank Card Center – lunches (WSA &T-TSA Managers), Office 365 subscription, hotel deposit, CSDA class, advertisements for Finance Manager
- 42944 Baumbach Enterprises – tow for vehicle repair
- 42945 Angela Costamagna – cleaning services
- 42948 Delfino, Madden, O'Malley, Coyle – legal services for personnel
- 42949 Alfred Detwiler – vehicle brake repair
- 42950 Eastern Regional Landfill – wood chips for landscaping
- 42952 Hunt & Sons – diesel & unleaded fuel
- 42953 Lakeside Paving – patch paving project
- 42958 Placer County Air Pollution – annual permits for generator & boiler
- 42962 Sierra Chemical – caustic soda
- 42963 James Smith – painting of west tank graffiti
- 42966 Standard Insurance Company – dental insurance
- 42968 Truckee Donner Chamber – annual membership
- 42969 Truckee River Glass – window replacement for 1810 SV Road vehicle bays
- 42970 Stanley Trumbull – IT services
- 42974 Bank Card Center – scanner, computer, flag patches, socket set
- 42977 Brad Chisholm –reimbursement for travel expenses for Command 2B
- 42978 Chris DeDeo – reimbursement for travel expenses & B21 vehicle radiator repair (Humboldt fire)
- 42980 Fischer Scientific – service repair SCBA
- 42981 Jeff Geigle –reimbursement for Crew Boss and Fire Show Conference registration
- 42986 Silverado Avionics –remote radio speaker, microphones, earphones & batteries
- 42987 Silver State International – repair of B21 vehicle

- 42988 Travis Smith – reimbursement for Crew Boss, Engine Boss and Fire Show Conference registration
- 42994 BioGreen Lighting –LED bulbs
- 43000 Wesley Beyer – uniform tee shirts & hats
- 43001 James Smith –painting of tanks, interior painting of 1810 SV Road facility
- 43002 Thomas Archer – legal services
- 43008 Farr West Engineering – Redundant Water Supply, VueWorks, Sewer & Water Master plans
- 43010 Gibson & Company – annual financial statement preparation
- 43012 HydroMetrics – Village Project on-call
- 43017 McClintock Accountancy – audit service
- 43020 Potable Divers – tank diving for repair, cleaning & inspection
- 43022 Shields Consulting – reimbursement of state mandated charges
- 43023 Sierra Chemical – caustic soda
- 43024 Sierra Controls – SCADA Implementation Phase II & replacement of caustic tank
- 43025 Stanley Trumbull – IT services
- 43026 Tahoe Truckee Sierra Disposal – quarterly garbage payment

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

- D-6 Tahoe Truckee Sanitation District 1st Quarter Payment
- D-7 Progress Payment – Farr West Engineering – Master Water Plan
- D-8 Progress Payment – Farr West Engineering – Sewer Master Plan
- D-9 Progress Payment – Farr West Engineering – Redundant Water Supply
- D-10 Progress Payment – Farr West Engineering – VUEWorks Implementation
- D-11 Progress Payment – HydroMetrics – Village Project on-call
- D-12 Progress Payment – Sierra Controls – SCADA Implementation – Phase II

D-2 Operations Enterprise Fund: Ms. L'Heureux said the statement for the current fiscal year shows 16.6% of the year has elapsed and expenditures without depreciation are running at 16.8% of the annualized budget or .2% unfavorable.

D-3 Fire Government Fund: Ms. L'Heureux said the statement for the current fiscal year shows 16.6% of the year has elapsed and expenditures without depreciation are running at 20.1 % of the annualized budget or 3.3% unfavorable. Chief Bansen reviewed the anticipated wild fire reimbursement revenues.

D-4 Fund Balance Statement: Ms. L'Heureux reviewed the fund balances. The highest rate is Placer County at 1.210%.

D-5 Capital Reserves: Ms. L'Heureux reviewed the fund balances with the Committee.

The Committee decided that the reports no longer need to reflect Month to Date balances.

No further business coming before the Finance Committee, the meeting was adjourned at 4:25 P.M.

By, K.O. Bartsch