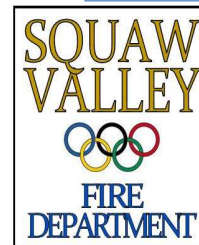




SQUAW VALLEY PUBLIC SERVICE DISTRICT



ADMINISTRATION & OFFICE REPORT

DATE: August 27, 2019
TO: District Board Members
FROM: Jessica Asher, Board Secretary
SUBJECT: Administration & Office Report – Information Only

BACKGROUND: The following is a discussion of office activities and brief status reports regarding administration that are not the subject of a separate report. This report is formatted to provide new information and recent progress only.

DISCUSSION: FY 2018-2019 Year-End Financial Closing Tasks and Audit Preparation
Accounting staff are gathering the necessary information to prepare the year-end financial report and are working to complete fiscal year-end reconciliation tasks. McClintock Accountancy staff will begin their audit fieldwork in late September and are scheduled to present the final audit report to the Board in November. As a reminder, in August 2018 the Board approved the contract with McClintock Accountancy to audit the basic financial statements for the fiscal year ending June 30th, 2019. The fee is not to exceed \$17,900 for the audit and reports, and \$2,800 for review of GASB 68. All fees are based on actual time spent, plus out-of-pocket costs. This is the final year of a three-year contract with McClintock.

Form 470 Officeholder and Candidate Campaign Statement

The Form 470s for all Board members were submitted to Placer County. Thanks to the Board for completing these documents in a timely manner.

Board Member Professional Development

Director Mercer recently completed the AB 1234 Ethics Training and AB 1825 Sexual Harassment Prevention training, and Director Ilfeld completed the AB 1234 Ethics Training. All Board members are currently up to date on mandatory trainings. Thanks!

District Clerks Regional Meeting

Representatives from several local special district came together for a Regional Clerks meeting on July 30th which Jessica Asher, Board Secretary attended. Helpful discussion items included the process to update the Fire Code in anticipation of the 2019 Fire Code update and public noticing requirements.

Property Tax Apportionment

At the July Board meeting, Director Hudson asked if staff could provide the amount or percent of property tax allocated to the Water Department over the last 10 years. Please see below for a summary of the tax revenue allocation. Staff is further reviewing this data in order to discuss with the Board at a future date.

Fiscal Year	Tax Revenue	Fire	Fire %	Water	Water %	Sewer	Sewer %	OMP	OMP %	
2019-2020	\$ 3,561,225	\$ 3,541,225	99%	\$ -	0%	\$ -	0%	\$ 20,000	1%	Budget
2018-2019	\$ 3,530,497	\$ 3,412,997	97%	\$ 117,500	3%	\$ -	0%	\$ -	0%	Budget
2017-2018	\$ 3,436,035	\$ 3,367,063	98%	\$ 68,972	2%	\$ -	0%	\$ -	0%	Actual
2016-2017	\$ 3,342,349	\$ 3,157,996	94%	\$ 184,353	6%	\$ -	0%	\$ -	0%	Actual
2015-2016	\$ 3,298,009	\$ 2,773,179	84%	\$ 524,830	16%	\$ -	0%	\$ -	0%	Actual
2014-2015	\$ 3,015,928	\$ 2,688,493	89%	\$ 153,615	5%	\$ 173,820	6%	\$ -	0%	Actual
2013-2014	\$ 2,903,880	\$ 2,627,109	90%	\$ 256,153	9%	\$ 20,618	1%	\$ -	0%	Actual
2012-2013	\$ 2,882,549	\$ 2,598,525	90%	\$ 216,016	7%	\$ 68,008	2%	\$ -	0%	Actual
2011-2012	\$ 2,799,511	\$ 2,427,616	87%	\$ 312,970	11%	\$ 58,925	2%	\$ -	0%	Actual
2010-2011	\$ 2,874,088	\$ 2,448,166	85%	\$ 322,320	11%	\$ 103,602	4%	\$ -	0%	Actual

ATTACHMENTS: None

DATE PREPARED: August 15, 2019