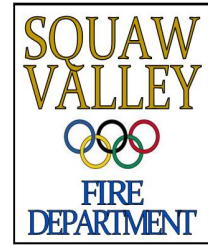




SQUAW VALLEY PUBLIC SERVICE DISTRICT



ADMINISTRATION & OFFICE REPORT

DATE: August 25, 2020
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: Placer County Water Agency (PCWA) East Slope Meeting

PCWA plans to conduct its East Slope meeting on Monday, October 5th beginning at 2:00 p.m. via GoToMeeting. As in years past, the board meeting agenda would include an opportunity for each district to make a brief report on information of general interest. District staff will attend this meeting and Board attendance is optional.

FY 2019-2020 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 April 2020 the Board approved the contract with McClintock Accountancy to audit the basic financial statements for the fiscal year ending June 30th, 2020. The fee is not to exceed \$18,200 for the audit and reports. All fees are based on actual time spent, plus out-of-pocket costs. This is the first 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 Hudson recently completed the AB 1234 Ethics Training and AB 1825 Sexual Harassment Prevention training. All Board members are currently up to date on mandatory trainings. Thanks!

North Tahoe Fire Protection District

The District received a public records request from the North Tahoe Fire Protection District requesting records related to ambulance services. Staff responded with the requested information in a timely manner.

ATTACHMENTS: None.

DATE PREPARED: August 14, 2020