

SQUAW VALLEY PUBLIC SERVICE DISTRICT

FINANCE COMMITTEE MEETING

DATE: April 25, 2016

Call to order at 3:30 P.M.

Public comment – none

Attendees: Director Eric Poulsen; Director Bill Hudson; Mike Geary, General Manager; Kathy Obayashi-Bartsch, Secretary to the Board; Pete Bansen, Fire Chief and Danielle Grindle, Finance & Administration Manager.

The group determined that the next Finance Committee meeting in May will be held on Thursday, May 26th at 3:00 p.m. due to the Memorial Day Holiday.

D-1 Operating Account Check Register: Ms. Grindle reviewed the Operating Check Register numbers 43566-43655 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:

43566 Ethan Manseau – payroll

43567 Mass Mutual Retirement – deferred compensation withholding

43571 Thomas Archer – legal service including Resort @ Squaw Creek, Board meeting packet & SVRE

43573 AT&T – office phone service & internet

43581 Folsom Lake Ford – 2016 Ford Explorer

43582 Liberty Utilities – electricity for all facilities, wells & pumps

43585 New Pig Corporation – HazMat supply kits for wells

43590 Renner Equipment Company – repair New Holland blower

43591 Sierra Chemical – caustic soda & chlorine

43594 Standard Insurance – dental insurance

43597 Truckee Tahoe Propane – propane for 305 & 1810 SV Road facilities

43604 Dept of Forestry & Fire Protection – dispatch contract

43605 Kurt Gooding – reimbursement for travel, lodging, meals for Fire Inspector 1A

43610 Michael Sacci – reimbursement for registration, travel, lodging, meals for confined space training

43611 Sierra Rescue –Swiftwater training class materials

43616 ARB/PERP – permits for air compressor & dewatering pump

43619 Mass Mutual Retirement – deferred compensation withholding

43628 Farr West Engineering – progress payments for water & sewer master plans

43631 HydroMetrics – progress payments for Palisades Project, PlumpJack Well EIR & dewatering

43635 Vance & Donna Lura – toilet rebate

43644 Sierra Controls – SCADA Phase II and tank repair

43655 Zoll Medical – extended warranty for EKG monitor

Ms. Grindle reviewed exhibits D-2 through D-14.

D-2 Operations Enterprise Fund

The statement shows 75% of the year has elapsed. Expenditures are running at 76.4% of the annualized budget. Although expenditures are over budget, year to date revenues are greater than anticipated. This will allow for a greater contribution to our FARFs at year end.

D-3 Fire Government Fund

The statement shows 75% of the year has elapsed. Expenditures are running at 77.8% of the annualized budget. Although expenditures are over budget, year to date revenues are greater than anticipated. The District has been fully reimbursed for strike team expenses. As of March, 2015 was the first time we starting allocating revenue to the Fire Department making the year over year comparison more accurate.

D-4 Fund Balance Statement

The statement shows the highest yielding funds are Placer County Funds (#541-003 and #541-435) at 1.44%. This is where we keep the majority of our fund balances.

D-5 Capital Reserve Fund Balance Sheet/Income Statement

The income statement shows 75% of the year has elapsed. Expenditures are running at 76.3%. March, 2015 was the first time we starting allocating revenue to the Fire Department making the year over year comparison more accurate.

D-6 Bike Trail Snow Removal Expenditure vs. Revenue

The statement shows that 82% of the budget year has elapsed. Total expenditures are at 40% which includes the snow blower payment for the year. The anticipated remaining balance is \$13,002 which will grow our reserves to \$47,000. We would like to see one year of operating expenses on hand in our reserves account, or approximately \$102,000.

D-7 Operations Petty Cash Check Register

There was no activity in the quarter.

D-8 Fire Dept. Petty Cash Check Register

There was no activity in the quarter.

D-9 Capital Improvements

The projects were reviewed for Operations and the Fire Department. The sewer and water master plan updates will no longer be a capital expense as recommended by the District's auditor and accounting consultant. In the future this type of work will come from operating expenses. Many projects are still open and will be rolling over into the next fiscal year

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

D-10 Progress Payment – HydroMetrics – PlumpJack Well EIR

D-11 Progress Payment –HydroMetrics – Palisades Project Maximum Water Supply

D-12 Progress Payment – Sierra Controls – SCADA Project Phase II

D-13 Progress Payment – Farr West Engineering – Master Sewer Plan

D-14 Progress Payment – Farr West Engineering – Master Water Plan

Other items reviewed by the Committee included:

F-2 2nd Review of FY16-17 Budget

Ms. Grindle reviewed the item. Director Poulsen discussed how the taxes from Mutual Water Company customers are allocated. He said there may be an issue with using these funds for the water fixed asset fund. He said the S-curve, Stables leak and well repairs in the past had a significant impact on the FARF funds.

Director Hudson said he would like to see different budget scenarios with lower rate increases and a minimal FARF contribution if possible.

F-3 Board Member Compensation (Benefits)

Ms. Grindle reviewed the item. The group discussed the options including offering some benefit without adding additional costs to customer fees. A possibility includes taking the expense from FARF contributions. Staff will need direction on a maximum amount that can be reimbursed to Directors for qualifying out-of-pocket medical expenses.

No further business coming before the Finance Committee, the meeting was adjourned at 5:50 P.M.

By, K.O. Bartsch