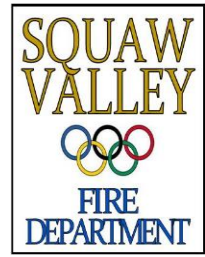




## SQUAW VALLEY PUBLIC SERVICE DISTRICT



### ADMINISTRATION/OFFICE REPORT

**DATE:** January 27, 2015  
**TO:** District Board Members  
**FROM:** Tom Campbell, Finance & Administration Manager  
**SUBJECT:** Monthly Report

1. Bike Trail Snow Removal Update

District staff continues with snow removal operations on the bike trail along Squaw Valley Road and Squaw Creek Road. Through the end of December, the District has incurred \$29,028.76 in snow removal expenses, of which \$34,913.51 has been billed to the various community sponsors, with \$20,424.92 being paid as of the date of this report. Although the District advances funds to pay expenses in a timely manner, it is and always has been completely reimbursed by the project's sponsors.

2. 2015-16 Budget Planning

District's finance staff has begun preparing the District's budget for the upcoming 2015-16 fiscal year. Staff will be meeting throughout early February to compile and quantify key operating and capital objectives, and plan to present an initial financial draft for the Finance Committee on February 23, 2015, engaging committee members and management into a discussion regarding key objectives to be followed.

Following the February Finance Committee meeting, financial estimates will be arranged accordingly to reach the desired objectives. During the subsequent Finance Committee meeting in March 2015, further discussion of the aforementioned key financial objectives will continue, with a goal to determine the maximum rate adjustments for the upcoming fiscal year. Once the maximum rate adjustments have been determined, staff will prepare printing and distribution of the State mandated Proposition 218 notice, for which an internal deadline of March 26, 2015 has been established.

During the next several months, the budget will continued to be scrutinized, with the first public review being held during the April 2015 Board meeting, the second public review during the May 2015 Board meeting, with final approval of the budget by Board members during the June 2015 Board meeting.

3. Incorporate Olympic Valley – Comprehensive Fiscal Analysis

Throughout December and January, District staff has been responding to various requests for data from Rosenow Spevacek Group, Inc. (RSG), who has been retained by LAFCO to prepare a Comprehensive Fiscal Analysis (CFA) regarding the incorporation of Olympic Valley. District staff continues to respond to these inquiries in a comprehensive and reasonable fashion.

4. Notification by Board Members of Professional Development and Participation in Meetings as a District Official

Director Sheehan participated in a training provided by the District's property and liability insurance carrier, Special District Risk Management Authority (SDRMA). They recommended the District Board Members adopt a practice of notifying the other Board members and/or the Board Secretary of attending professional development programs or meetings on behalf of the District. SDRMA recommends the practice (or policy) to facilitate insurance claims processing if an accident occurs as well as to improve transparency of associated District expenditures such as conference registration fees, travel, lodging, meals, etc. If considered and adopted by the Board, Board members planning to attend any professional development seminars or conferences or meetings would notify the Secretary of the Board and/or the Board of Directors in advance. At a subsequent meeting, they could provide a summary report to the Board of the training or meeting.

**DATE PREPARED:** January 20, 2015