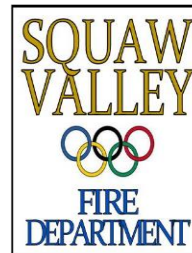




SQUAW VALLEY PUBLIC SERVICE DISTRICT



ADMINISTRATION/OFFICE REPORT

DATE: June 30, 2015
TO: District Board Members
FROM: Tom Campbell, Finance & Administration Manager
SUBJECT: Monthly Report

1. Attempted Fraud on the District

Staff thwarted a potential fraud, where an email request to wire funds was disguised under a staff's identity. The District's internal controls and policies prevented this request from being processed and the incident has been reported to the Placer County Sheriff. Staff is taking this incident as an opportunity to review and scrutinize its internal controls and protocols, bank agreement and securities, insurance coverages, and is initiating any actions to mitigate vulnerabilities. Staff is further notifying the credit bureaus to issue a "stop credit", while establishing a credit authentication protocol.

2. Preparations for Utility Annual Billing

On or about July 1, 2015, the District will be mailing the annual utility bills for the 987 accounts currently on file. During early June, a trial billing was performed to assure accuracy and mitigate potential problems. The annual billing and mail preparation will begin on Tuesday, June 30, 2015 after the water, sewer, and garbage rates have been formally adopted and the 2015-16 budget has been approved.

3. Summer Newsletter and Water Quality Report

The District's summer newsletter has been drafted and sent out for printing, which will be distributed with the annual utility bills scheduled to be mailed on July 1, 2015. Furthermore, the annual water quality report will be available on-line, with printed copies of the report being available upon request.

DATE PREPARED: June 18, 2015