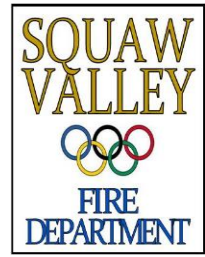




SQUAW VALLEY PUBLIC SERVICE DISTRICT



ADMINISTRATION/OFFICE REPORT

DATE: March 24, 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 February, the District has incurred \$30,164.49 in snow removal expenses, of which \$48,963.04 has been billed to the various community sponsors, with \$28,013.51 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 continues to actively prepare the 2015-16 budget. During the March Finance Committee meeting, staff will present a preliminary budget with determinations of potential maximum rate adjustments. These maximum rates will be published and distributed as part of the State mandated Proposition 218 notice.

Following the March Board meeting, staff will continue to scrutinize the budget accordingly, being cognizant of what resources are necessary to adequately provide quality services to the community, replace any aging capital infrastructure, while maintaining a focus on keeping rates within a reasonable range for its services, on par with rates of peer utility districts from the surrounding communities.

The Board will review the budget during the April Board meeting, with the first public hearing to be held during the May Board meeting. A second public hearing will be held during the June Board meeting, with the Board approving the final budget after the second public hearing.

3. Utility Statements

The administrative staff processed 27 utility statements in early March to customers who are overdue in paying this fiscal year's water, sewer, and/or garbage service, which resulted from 985 residential and commercial customers originally billed on July 1, 2014. As of the date this report was prepared, and not including customers who have established a payment plan with the District, 25 residential accounts contain unpaid balances greater than \$50, for a cumulative total past due balance of \$33,263.10. As standard procedure, any unpaid balances will be forwarded to Placer County in early July to be added onto the corresponding tax roll of the property.

4. Director's Compensation

Staff was asked about the District's Code and practices regarding compensation provided to its Board of Directors. The District's Code (Chapter 7, Division II, Section 2.09) states "Directors receive a monthly "Director's Fee," the amount of which shall be established by resolution of the Board." The amount of compensation and conditions for compensation must comply with the California Water Code §30507 and Government Code Section 53232. In accordance with these statutes, each director may receive compensation up to \$100 per day, not to exceed \$600 per month. The basis for compensation is attendance at board meetings or for services rendered as a director including attendance at advisory committees, attendance at a conference or organized educational activity, and performance of official duties. The District's practice is to issue the monthly "Directors Fee" for attendance at Board meetings, Committee meetings, conferences or trainings, and performing official duties such as signing agreements, checks, easement documents, resolutions, ordinances, and other official forms.

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

As discussed at the January 27, 2015 Board meeting, Board members planning to attend any professional development seminars, conferences, and/or meetings would notify the Secretary of the Board and/or the Board of Directors in advance.

DATE PREPARED: March 17, 2015