

MEMORANDUM

TO: Steven J. Pinkerton
General Manager

FROM: Gerald W. Eick, CPA CGMA
Director of Finance, Accounting, Risk Management and Information
Technology

SUBJECT: Status Report for May 2015 – Finance/Accounting, Risk
Management and Information Technology

DATE: June 16, 2015

Finance and Accounting

Audit for the Year Ending June 30, 2015 Eide Bailly conducted three days of interim testing and preliminary work in May. Fieldwork is scheduled for September. The auditor's report will be done in late October or early November with acceptance of the entire audit in December.

Development of a Financial Transparency Website Staff has been working over the last few months to develop an online reporting tool for a variety of financial presentations. This tool is purchased from Open.gov. One of their demonstrations on how it is used by others indicated the benefits of an entire financial transparency web page. Accounting and IT staff have worked to combine existing "Resources" items and the new open.gov tool. The entire web page will be made available with the completion of the May Financial Statements.

Implementation of Accounting System Upgrade We worked with our vendor to get updated ad hoc financial reporting capabilities within the new system. With the update variance calculation the monthly financial reports are more functional.

Budget for 2015-16 A final workshop was held May to finish venue presentations to consider operations, capital projects and strategic direction. The tentative budget submitted to the State by the April 15 deadline was noted as being in compliance. Staff had numerous conversations with the State to work out format and reporting given all of the accounting changes being made for 2015-2016, which resulted in a second version of the State forms being issued ahead of the hearing held May 21. The budget was passed as presented. We have begun putting together all other sections that will be distributed prior to June 30.

Risk Management and Safety Initiatives

The Safety Specialist has begun user training for utilizing our containment and hazardous material handling system.

We have installed the seasonal speed bumps at both lanes at the gate area to Ski Beach to reduce vehicle and pedestrian risks.

The District gave permission to the Washoe County Emergency Operations Center and the North Lake Tahoe Fire Protection District to utilize Diamond Peak as a location for a community evacuation drill on May 30. The event was considered very successful. The District has been thanked and recognized for its participation. A special recognition should go to John Dollar our Safety Specialist and Mike Bandelin of Diamond Peak Mountain Operations for their work to make the Community Fair so successful.

Information Technology

IT Network Report District staff and our contractor finished the installation of hardware for the network location at Public Works and their Wi-Fi for internal use. Beach Wi-Fi is in place but required a number of adjustments to get the new configuration of switches and fiber lines to function properly. The radio connection will be completed in June to give it more capacity and connect Aspen Grove.

Vermont Point of Sales System Data base uploads and interface configurations were developed for the Vermont Point of Sales System. Testing and import of data is ongoing. Due to results of that testing full use has been deferred to October to allow more refinements to the processes and data base integration.

SysAid Support Ticketing System Implementation Based on a suggestion by Averill Consulting Group we acquired and implemented a service and support system for IT staff and our system users. That program was purchased in May 2014 and has been in the background for mapping equipment as systems have been configured. The IT staff started using it in March 2015 to test the setup and processes for several months. Between March and May they have averaged 160 support requests per month, utilizing self entry. Several departments were used to test the front line users' ability to make service requests. The final adjustments were made in May and by the end of June supervisory users will be able to directly enter service requests to IT. This will allow a better identification

of the nature of issues and who to assign to them for resolve. Over time the data base built by the system will allow users to look up solutions to problems as a reference. The system also provides status and configuration information on system and peripheral equipment that helps manage critical information regarding the major portion of our overall network and user devices.

Fiber Ethernet Connections for the District We received proposals from two vendors for the Ethernet fiber network operating system for District's venues, including review and enhancements to each original proposal. The District had participated in the Tahoe Prosperity Fund survey, which has led to a third potential vendor being identified. They were not able to have the necessary infrastructure in place to meet our timing request. Averill Consulting Group made a recommendation to staff which was accepted by the Board of Trustees. The Ethernet is planned to be in place by October 2015. Over the summer several other configurations will be designed to take advantage of this capacity.

Ski Beach Camera A new camera was acquired for the Ski Beach Boat Ramp area. It is been configured and linked to the District's web site. A new image is produced on both a time lapse and an interval. In order to conserve bandwidth for other services, the live stream and time lapse are provided through a third party vendor.

Live Streaming The District has narrowed consideration to two vendors and continues to work on completing demonstrations to test their ability to produce, stream and archive meetings. Each is considered an industry leader, but there are enough differences to provide a basis for a selection besides the production quality.

Web Content

Our Web Coordinator continues with the web site project staff on updates security settings, and access to venue staff for managing content.

Citizen Request Management as a part of Communications

The District has selected Citizen Request Management, by Acela, which allows online access to staff by sending e-mails under assigned topics. The system not only is inviting to citizens, but also provides ways to post and send information, as well as track the timeliness of response to requests. We are awaiting implementation until hiring of our full time Communications Coordinator.