

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 November 2015 – Finance/Accounting, Risk
Management and Information Technology

DATE: December 11, 2015

Finance and Accounting

Audit for the Year Ending June 30, 2015 Eide Bailly completed their fieldwork in September. The draft CAFR was sent to them on October 6. The auditor's report was expected to be done in late November, was not received until December 8. Acceptance of the entire audit is scheduled December 16. An extension was received from the State of Nevada Department of Taxation on November 23.

Continued Development of a Financial Transparency Website The accounting staff is working with Open.Gov on further enhancements, getting ready to use part of the functionality for internal budgeting. Eventually this could lead to posting the budget faster after adoption in May.

Support for implementation of point of sales systems Various members of the accounting staff continue to assist with Vermont for Recreation, RTP for the ski resort and RTP food & beverage modules. This included the solution for administration of punch cards utilizing RTP Connect. Everyone was preparing for the RTP onsite visit in early December.

Initiation of Operating Budget for the Year Ending June 30, 2016 Staff issued several memos and examples to allow venues to be making operating budget requests. We are developing several new processes to utilize the updates from Innoprise, that will allow departments to directly enter and review the aggregated results of budget requests, almost in a real time environment. We are also developing the preliminary calendar and outline for deadlines and target through June 2016.

Consideration of effects on Snowflake food & beverage operation by the District

The regular operation of the Snowflake Lodge food and beverage will utilize a format with Wild Bill's BBQ. The activity was budgeted to receive a net amount from a concessionaire. That amount was \$48,000. As a food & beverage outlet, the gross activity will likely be closer to \$240,000. That additional activity is likely to cause a need for a budget augmentation for 2015-2016. The District can wait to see how the season progresses. However, staff feels the Board and the community should be on the alert that such an action is possible, as an agenda item, before June 30, 2016. It is not uncommon for governments to act upon an augmentation as they close the year, especially when it has been driven by a greater level of activity, which in turn provides sources for the increased expenditures.

Risk Management and Safety Initiatives

ARC Flash Labeling

We are actively working to meet government deadline for ARC Flash labeling on electrical panels. This not only is a matter of labeling, but once the condition is noted, also has requisite personal protective equipment (PPE) be used to work in the panels. Staff received inspection reports from across the District and several recommendations for applying these standards. Staff is presently getting quotes for the work to develop a full report on the scope and timeline for meeting these standards. We have also begun looking at acquiring the PPE.

Incline Fields Safety Fence

We continue to be working on a safety condition at the Incline Fields regarding a retaining wall. Our Engineering staff has designed a solution. The work has begun and is expected to be completed prior to the spring. We originally thought we'd need to consider asking for use of the Community Services contingency, however, we have identified several projects that will not take place this year and we can fit this spending into the current budget.

Safety Training and Inspections

A preseason evaluation was done for the ski resort with only a few minor matters noted by our insurance carrier.

Staff is working several departments especially in Public Works and through the Fleet Division to refresh training on major items of equipment.

Information Technology

Vermont Point of Sales System Data base and interface configurations are being developed for the Vermont Point of Sales System. Averill Consulting is coordinating testing and integration. Plans have been made for staff training in early February 2016.

RTP ONE Point of Sales System The staff implementation team continues to build tables and functionality. More products and processes were installed and are being tested. The modules for food and beverage continue to load menus. A major push occurred in the first week of December to bring the system functional for the resort's early opening.

EMV Chip Processing The October 2015 Federal Trade Commission deadline is considered a recommendation not a requirement. The District has opened a separate CIP project for the EMV equipment for all venues. Ski has identified a vendor and expects to place an order for equipment in January. Golf has not selected a system yet. The system for recreation is pending based on our existing relationship with a referral from Vermont. All EMV equipment is expected to be ordered in January.

SysAid Support Ticketing System Implementation The system was fully implementing across the District in August. Training continues as does getting everyone comfortable reporting service requests in this new manner. Our IT Technician is expanding the capabilities of this system to cover more equipment, licenses and functions. She will continue to train staff on its use.

Fiber Ethernet Connections for the District We completed all locations room ready for AT&T. Their engineering and field staff installed cable and switch equipment. The next step for them was testing connections and turning on the system in their central office. All work continues to progress towards a completion by mid December. Averill Consulting Group is scheduled to bring the entire Ethernet into service once AT&T's work is completed. They have not given the District a date for completion.

Live Streaming The capacity of the new system requires more internet connection that we can provide until the fiber Ethernet is fully installed. Therefore we have continued to use the old system.

Web Content Our Webmaster continues with the web site project staff on updates, security settings, and various requested enhancements to functionality

and content. This has included working the set up of the new online store for Diamond Peak which will go live at some point after all functions are ready in RTP.

Citizen Request Management as a part of Communications The District has contracted with Citizen Request Management Public Stuff, by Accela, which allows online access to staff by sending e-mails under assigned topics. The system is inviting to citizens, and provides ways to post and send information, as well as track the timeliness of response to requests. The implementation was begun and is managed by our new full time Communications Coordinator. Part of the access will use an Android and Apple AP, we are going through the setup process for each as well as the development of content and topics.

IQM2 Board Packet Management Software The IT Steering Committee has agreed to oversee a process to re-engage in the development of the automated process for assembling and distribution Board of Trustee Meeting Packets and related information. The implementation will start early in 2016 after other implementations have been completed. We have yet to fully assemble a project team and to review with Accela how the product implementation process is best completed given their acquisition of the software provider.

New Network Administrator As a result of a resignation, we posted the Network Administrator position. This resulted in the promotion of our IT Technician. The IT Technician vacancy was then filled November 8.