

MEMORANDUM

TO: Steven J. Pinkerton
General Manager

FROM: Gerald W. Eick, CPA CGMA
Director of Finance

SUBJECT: Status Report for May 2018 – Finance/Accounting and Risk Management

DATE: June 19, 2018

Finance and Accounting

Comprehensive Annual Financial Report (CAFR) The District has received notice from the Government Finance Officers Association (GFOA) that the June 30, 2017 CAFR has been awarded the Certificate of Achievement for Excellence in Financial Reporting. This will be the eighteenth year the District has received the award.

Sales Tax Refund by the State of NV, Affecting District Revenues No change has been announced, but it is very likely some form of repayment will start with the new fiscal year with the settlement for July 2018. On August 14, 2017 the District was advised by the NV Dept. of Taxation that a sales tax refund was proposed that should reduce revenues in 2017-18. The taxes were collected over three prior years. The District has made a provision for the estimated \$60,000 refund and an entry was applied to June 30, 2017. Staff continues to monitor the discussions that will eventually determine the final amount and the terms by which the refund will be executed. The District was advised the Tax Commission approved the refund in January 2018 without stated terms. Published reports indicate the amount of the refund affecting local governments may be larger than reported in August. Based on the new \$11 million estimate, the District share could reach \$72,500. No definitive conclusion for the terms of the refund were announced.

Financial Transparency Website The Controller works each month to improve our monthly financial reporting to be consistent and informative. During May we realized the need for another layer of review for check runs. The Controller established this additional procedure.

Popular Reporting Formats No change has occurred during May. The General Manager's Committee discussed Popular Reporting and performed its fact-finding, which was reported to the entire Board August 2, with all the other reports. Further

determination of the content of any other reports, will be decided by the Board of Trustees following consideration of a possible format for Popular Reporting at their July meeting. It is part of the Board's 2018 Work Plan. Any changes adopted will be applied to the extent possible to past annual reports to make them consistent.

Operating and Capital Budgets for the 2018-19 Fiscal Year May focused on the preparation and approval of the Final Budget filing with the State. This included updating the preliminary results for 2017-18 based on early May activity. With the strong results for the ski resort, the Final Budget version of 2017-18 results were substantially different. The consequences to fund balance are critical to planning.

Capital budgets for the current and upcoming budget year were reviewed during a quarterly CIP meeting with project managers. As of May 11 we made our budget estimates for carryover projects. The final adjustments were made to the 5 Year CIP Plan as we prepare to complete the final budget documents. The schedule of projects was prepared to give more context to the relationship of the 2017-18 budget, expected spending and 2018-19 carryover.

Recreation Roll Each year we reconcile parcel changes based on APN with Washoe County Assessor records. This process results in the final roll and count used in May's adoption of the Facility Fee Roll. This year's work also included a review of how to transition the parcel data from the old software system to be ready to use Vermont next year and forward. Staff is developing a transition plan both for the software and process for validating the Roll with a newer system.

Risk Management and Safety Initiatives

ARC Flash Labeling We have ongoing work under the CIP budgeting for the five-year plan. Various venues have proposed projects to address updating panels. We are continuing a protocol for not working on any panel with live power.

In support of the overall process of protocols for Lock Out Tag Out, District venues are inventorying and evaluating conditions for all energized equipment covered by the OSHA regulations. This will lead to other projects or operating adjustments, including establishing procedures specific to locations. This is being implemented through CIP projects affecting those locations are completed.

Safety Committee continues to promote utilization of TORCH-Learning Management System The safety committee and District staff continue to work on the implementation of the record keeping system for various training and learning opportunities. TORCH-LMS is a member service provided by the Nevada Public Agency Insurance POOL. The system went live November 1. Training was held

mid-April and was fully capable as of May 1. Department Managers will continue individual implementation. The District is considering using this system for some of its orientation programming.

Safety Committee Venue staff, HR, and the Safety Specialist are working with the POOL on an updated online Material Handling Library. The POOL has purchased the upgraded system as member service. This system has proven invaluable to the District to meet its documentation requirements for hazardous material handling. The upgrade included conversion of the current database and training on the new system. There is ongoing training with venues to get new data input established. IVGID is one of the first to implement it among POOL members.

Preparation for the Bi-State Exercise May 19, 2018 The District Safety Specialist headed up the Community Safety Fair that was held in Crystal Bay to simulate an event requiring responses from multiple agencies. This simulation involved over 400 participants.