

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 January 2016 – Finance/Accounting, Risk
Management and Information Technology

DATE: February 12, 2016

Finance and Accounting

Audit for the Year Ending June 30, 2015 The online Single Audit filing was prepared and released.

Financial Transparency Website Staff worked on reconciling capital expenditures. The quarterly report for CIP was posted early in February. We are also exploring formats for a popular report that can be posted to the website and perhaps incorporated into the IVGID Quarterly.

Support for implementation of point of sales systems We have transitioned from an implementation to a user and support process with RTP. We continue to address issues throughout the month. Integration for Vermont was started in January, with testing planned for February. We participated in demonstrations for a golf system. This led to checking references for credit card processing.

Capital and Operating Budgets for the Year Ending June 30, 2016 Staff met with all venues to open the process of making budget requests. The first round was scheduled for the end of January. Two weeks extension was granted to allow a better analysis of issues and responses. Those who finished have begun using a new process from Innoprise, to review aggregated results of budget requests. We updated the budget calendar and outline for presentations and reviews scheduled through June 2016. The Senior Team has placed matters relative to the Board on the Advanced Calendar.

The General Manager and Director of Finance met with NV Local Government Services to outline budget initiatives for 2016-2017 and gain the State's perspective on what they would like to see submitted to understand our plans.

One District – One Team

Support for the Diamond Peak Ski Resort Holiday Season The success of the holidays through January has given rise to added review of the degree for budget augmentation needed in April. This also caused increased ordering of supplies, accruing insurance charges and rent that are factors of revenue. We are also looking at the longer term affects on Net Position should the ski season continue to allow us to realize the benefits of the added operating levels.

Risk Management and Safety Initiatives

ARC Flash Labeling

Staff is continuing the process of formulating the true scope of the issues and the possible responses. The more we have looked into this, the more we think we can handle much of it ourselves. After the scope is done, we will return to looking at what outside vendors might be needed to help complete this project. We have begun acquiring some Personal Protection Equipment (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. No new work will occur until 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

The ski resort continues to use its Bee Safe program for awareness and recognition. Fleet staff is working with several departments, especially in Public Works to refresh training on major items of equipment.

Emergency Preparedness

District staff met with the North Lake Tahoe Fire Protection District to coordinate the five year update to our Emergency Operations Plan. Since the Plan we done in 2011, several changes have occurred for facilities in our community. The Emergency Operations Center is now with Washoe County Sherriff and the Fire District. IVGID will no longer have to be ready to assemble a room. However, the Recreation Center is considered the secondary evacuation location. We will look at what needs to be done to meet the objectives of preparedness for that location, and our staff, in support of the community, should an event occur. The goal of the agencies is to have an updated plan by May of 2016.

Information Technology

Vermont Point of Sales System Data base and interface configurations were developed for the Vermont Point of Sales System. Our third party developer and our IT Senior Analyst are coordinating testing and integration.

RTP ONE Point of Sales System RTP Implementation staff made a training visit as their final act before turning the process over to their support services. Their support people worked to fine tune our remaining issues. These will continue over the next several months as new items or events test functionality of the system.

EMV Chip Processing The October 2015 Federal Trade Commission deadline was 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 when given the acceptance by RTP and their merchant processor. 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 when we can be certain all venues can be served consistently.

SysAid Support Ticketing System Implementation Our IT Technician has expanding the capabilities of this system to cover more equipment, licenses and functions. We have focused on aligning licenses and age of operating systems with replacement computers and other devices. Training staff on its use will resume soon.

Fiber Ethernet Connections for the District All locations were made room ready for AT&T. Their engineering and field staff installed cable and switch equipment. They took two months longer to make their tests of connections. We have just learned it was successfully completed February 10. All the rest of the work continues to progress towards a completion by Averill Consulting Group to bring the entire Ethernet into service as soon as possible.

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 included completing the new online store for Diamond Peak. This resulted in moving away from old website that had been kept functional in the background, until the new online store was live. We will keep the old files until the end of the ski season in case we need to access a transaction.

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 implementation has progressed a long way. It is managed by our Communications Coordinator. More of the system is being developed, but will not be released for public use until there is comprehensive functionality.

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. We need to review the Accela product implementation process and what they have to best complete it, given their acquisition of the software provider.

Expanded Archive and Back Up System The District added an unbudgeted project to acquire a comprehensive solution to the network back up storage. We have experienced an ever growing volume of data that requires both back up and archive capacity to be expanded. We have outgrown the solution selected in 2014. We chose a system from Dell and it was configured in January. Their engineers are helping get into service for sometime in February. The existing equipment will be used for Utilities Scada system, and will incorporate it in the update scheduled for later in 2016-2017.