

**REVISED AGENDA**  
**FINANCE AND AUDIT COMMITTEE MEETING**

**Tuesday, July 13, 2021 at 9:00 A.M.**

**UWCD Headquarters, Board Room, First Floor  
1701 N. Lombard Street, Oxnard, CA 93030**

Meeting attendees should be aware that the meetings of the Committee are, as required by law, open to the public and the District has very limited powers to regulate who attends Committee meetings. Therefore, attendees must exercise their own judgement with respect to protecting themselves from exposure to COVID-19, as the District cannot ensure that all attendees at public meetings will be free from COVID-19.

**OPEN SESSION 9:00 A.M.**

**1. Public Comment**

The public may address the Finance and Audit Committee on any matter not on the agenda within the jurisdiction of the Committee. All comments are subject to a five-minute time limit.

**EXECUTIVE (CLOSED) SESSION 9:05 A.M.**

**2. Conference with Legal Counsel-Anticipated Litigation**

Pursuant to Government Code Section 54956.9(d)(2), one (1) case.

**SECOND OPEN SESSION 10:15 A.M.**

**3. Oral Report Regarding Executive (Closed) Session**

Presented by legal counsel David D. Boyer.

**4. Approval of Minutes**

**Motion**

The Committee will review the Minutes from the June 8, 2021, Finance and Audit Committee meeting.

**5. July 14, 2021 Board of Directors Meeting Motion Agenda Items**

The Committee will review and discuss the following agenda items to be considered for approval at the July 14, 2021 Board meeting that have a fiscal impact to the District. The Committee will also formulate a recommendation to the entire Board based on the discussions with staff.

**Board Motion Item 4.1 Approval of [RE]DESIGN Contract in the amount of \$337,736 for replacement servers at the District's Oxnard Headquarters and replacement of SCADA servers at the District's El Rio facility**

The Committee will consider recommending the approval of a contract with [RE]DESIGN in the amount of \$337,736 for the replacement of servers at the District's Oxnard Headquarters and the replacement of SCADA servers at the District's El Rio facility, both of which have exceed the service life of the equipment, to the full Board.

**6. Monthly Investment Report (May 2021)**

**Information Item**

The Committee will receive, review and discuss the Districts' investment portfolio and cash position as of May 31, 2021.

**7. Pipeline Delivery Report (May 2021)**

**Information Item**

The Committee will receive, review and discuss the Districts' pipelines' water activities as of May 31, 2021.

**8. Board Requested Cost Tracking Items**

**Information Item**

The Committee will receive and review the costs to date that the District has incurred:

- a) as part of the licensing efforts and the probable maximum flood studies for the Santa Felicia Dam;
- b) in relation to environmental mandates;
- c) in relation to litigation with the City of Ventura, Wishtoyo Foundation, and District legal costs over the past several fiscal years;
- d) in relation to professional fees over the past several fiscal years; and
- e) motion items with fiscal impact.

**9. Monthly Administrative Services Update**

**Information Item**

The Committee will receive and review the monthly report from the Administrative Services team.

**10. Future Agenda Items**

The Committee will suggest topics or issues of discussion they would like to see added to future agendas.

**ADJOURNMENT**

**Directors:**

Chair Sheldon G. Berger  
Bruce E. Dandy  
Lynn E. Maulhardt

**Staff:**

Mauricio E. Guardado, Jr.  
Joseph Jereb

Anthony Emmert  
Josh Perez  
Jackie Lozano

*The Americans with Disabilities Act provides that no qualified individual with a disability shall be excluded from participation in, or denied the benefits of, the District's services, programs or activities because of any disability. If you need special assistance to participate in this meeting, or if you require agenda material in an alternative format, please contact the District Office at (805) 525-4431. Notification of at least 48 hours prior to the meeting will enable the District to make appropriate arrangements.*

Approved: \_\_\_\_\_

Mauricio E. Guardado, Jr., General Manager

Approved: \_\_\_\_\_

Anthony E. Emmert, Assistant General Manager

Approved: \_\_\_\_\_

Joseph Jereb, Chief Financial Officer

**Posted: (date)** July 8, 2021

**(time)** 2:15 P.M.

**(attest)** Jackie Lozano

**At:** United Water Conservation District Headquarters, 1701 N. Lombard Street, Oxnard, CA 93030

**Posted: (date)** July 8, 2021

**(time)** 2:00 P.M.

**(attest)** Jackie Lozano

**At:** [www.unitedwater.org](http://www.unitedwater.org)

**MINUTES**  
**FINANCE AND AUDIT COMMITTEE MEETING**  
**Tuesday, June 8, 2021 – 9:00 A.M.**  
**UWCD Headquarters, Board Room**  
**1701 N. Lombard Street, Oxnard, CA 93030**

In addition to its public Finance and Audit Committee Meeting, public members could choose to participate virtually using the Webex video conferencing application.

**COMMITTEE MEMBERS PRESENT:**

Chair Sheldon G. Berger  
Bruce Dandy  
Lynn Maulhardt

**STAFF PRESENT:**

Maryam Bral, chief engineer  
Anthony Emmert, assistant general manager  
Erin Gorospe, controller  
Jackie Lozano, administrative assistant  
Joseph Jereb, chief financial officer  
Josh Perez, human resources manager  
Zachary Plummer, information technology administrator  
Linda Purpus, environmental services manager

**PUBLIC PRESENT:**

Burt Handy

**OPEN SESSION 8:59 A.M.**

Chair Berger called the meeting to order at 8:59 A.M.

**Committee Members Roll Call**

The Clerk called roll. Chair Berger as well as Directors Dandy and Maulhardt were all participating in person.

**1. Public Comment**

Chair Berger asked if there were any public comments. None were offered.

**2. Approval of Minutes**

The Committee received and reviewed the draft Committee meeting minutes of May 11, 2021. Motion to approve the Committee meeting minutes, Director Dandy; Second, Director Maulhardt. Roll call vote, three ayes (Dandy, Maulhardt, Berger); none opposed. Motion carried, 3/0.

**3. June 9, 2021, Board of Directors Meeting Motion Agenda Items**

The Committee reviewed and discussed with staff the following agenda items to be considered for approval at the June 9, 2021, Board meeting that have a fiscal impact to the District.



**Board Motion Item 4.2: Resolution 2021-13 Adopting the Proposed District Budget Plan, Financial Policies, Overhead Allocation Method, Staffing Levels and Salary Schedules for Fiscal Year 2021-22 and Appropriation Carryovers for Fiscal Year 2020-21**

Chief Financial Officer Joseph Jereb summarized Board Motion Item 4.2 for the Committee members. After review, the Committee members recommended full Board approval at the upcoming Board of Directors meeting.

No comments or questions from the Committee members. No public comments were offered.

**Board Motion Item 4.3: Resolution 2021-14 Requesting the Auditor-Controller to Compute and Affix a Tax Rate for the Fiscal Period 2021-22 Sufficient to Satisfy the State Water Project Charges**

Mr. Jereb provided a summary to the Committee members. After review, the Committee members recommended full Board approval at the upcoming Board of Directors meeting.

No comments or questions from the Committee members. No public comments were offered.

**Board Motion Item 4.4: Resolution 2021-01 Authorizing the General Manager to Execute a Sub-Grant Agreement with Calleguas Municipal Water District for the State of California Department of Water Resources Integrated Regional Water Management Implementation Grant Awarded to the Watershed Coalition of Ventura County**

Assistant General Manager Anthony Emmert summarized Motion Item 4.4 for the Committee members. Chair Berger asked the District's Chief Engineer Maryam Bral if there was anything she would like to add. Ms. Bral answered that if bids are favorable, the District would be ready to begin construction within the next two months. The Committee members recommended approval to the full Board at the upcoming Board of Directors meeting.

No further comments or questions from the Committee members. No public comments were offered.

**Board Motion Item 4.6: Resolution 2021-15 Authorizing Workers' Compensation Benefits for Volunteer Workers**

Human Resources Manager Josh Perez summarized Motion Item 4.6 for the Committee members. After a brief discussion with staff, the Committee was pleased as to the minimal cost of the policy and mentioned how this was another great example of the work District staff has done to accept the responsibilities of running the Lake Piru Recreation Area and felt it was the right move for the District. The Committee members recommended approval to the full Board at the upcoming Board of Directors meeting.

No further comments or questions from the Committee members. No public comments were offered.



**4. Monthly Investment Report (April 2021)**

The Committee members received and reviewed the monthly investment report as presented in the Finance and Audit Committee agenda packet.

Informational item. No comments or questions from the Committee. No action was taken by the Committee.

**5. Pipeline Delivery Report (April 2021)**

The Committee members received and reviewed the pipeline delivery report as presented in the Finance and Audit Committee agenda packet.

Informational item. No comments or questions from the Committee. No action was taken by the Committee.

**6. Board Requested Cost Tracking Items**

The Committee members received and reviewed the costs to date that the District has incurred:

- a) as part of the licensing efforts and the probable maximum flood studies for the Santa Felicia Dam;
- b) in relation to environmental mandates;
- c) in relation to litigation with the City of Ventura, Wishtoyo Foundation, and District legal costs over the past several fiscal years; and
- d) in relation to the professional fees over the past several years.

Informational item. No comments or questions from the Committee. No action was taken by the Committee.

**7. Monthly Administrative Services Update**

Financial updates for the month of May 2021 were provided to the Committee by Mr. Jereb. Human Resources Manager Josh Perez presented updates on Administration, Human Resources, Risk Management, and Information Technology (presentation attached).

There was discussion among the Committee members and Finance staff regarding the unpaid balances of groundwater invoices. The Committee requested that the topic be agendaized for a future meeting.

Director Maulhardt inquired if the District has a program to regularly quiz employees on where safety equipment and supplies are stored, in order to help employees to be better prepared during emergencies. He stated that having a daily pop quiz worked well for employees in the airline industry. Mr. Perez responded that Tony Huynh does quiz employees regarding safety equipment during safety training events. Mr. Perez also stated that he would address this with Headquarters employees during the upcoming all-hands meeting on June 17. Mr. Perez also commended Safety and Security Program Coordinator Tony Huynh for all the work he has done for the District.

Director Dandy requested advice on the compatibility of personal phone devices with regards to the rollout of the new laptops to directors. Mr. Perez assured Committee members that staff would personally assist directors to set-up and customize their new equipment, to best fit their needs.



Informational item. No further comments or questions from the Committee.

**8. Future Agenda Items**

Chair Berger polled the Committee as to any future agenda items.

- Brief Committee on the status of unpaid groundwater invoices and associated collection actions.

**ADJOURNMENT 9:42 A.M.**

Chair Berger adjourned the meeting at 9:42 A.M.

I certify that the above is a true and correct copy of the minutes of the UWCD Finance and Audit Committee Meeting of June 8, 2021.

ATTEST: \_\_\_\_\_  
Chair Sheldon G. Berger



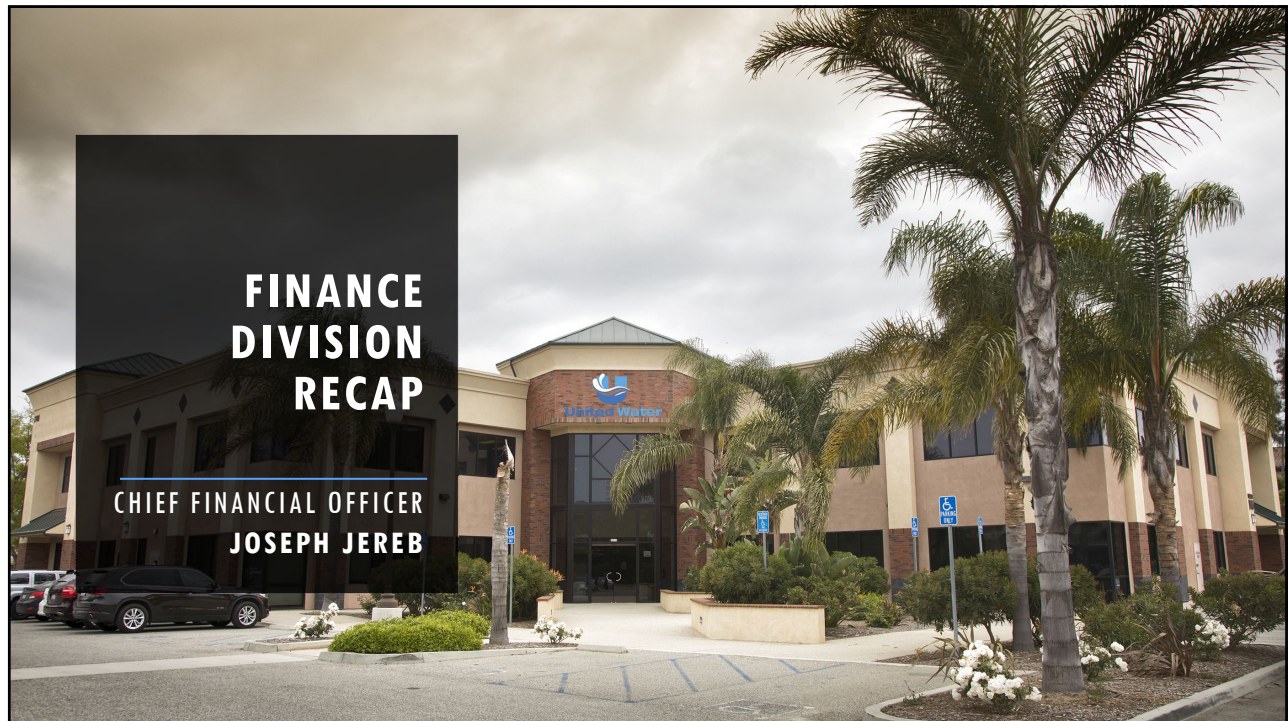


United Water Conservation District manages, protects, conserves and enhances the water resources of the District and produces a reliable and sustainable supply of groundwater for the reasonable, beneficial uses of all users.

## FINANCE & ADMINISTRATIVE DIVISIONS

MAY 2021 RECAP


1



2

## ACCOUNTS PAYABLE


323 payables processed with a total amount of \$2.1M.



FINANCE DIVISION RECAP

## PAYROLL

- Paid 12 payroll-related vendors a total amount of \$382K
- 202.25 hours of overtime worked
  - 1.84% of regular hours
  - 112 paid-out
  - 90 accrued as compensatory time
- Gross: \$553K
- Net: \$364K


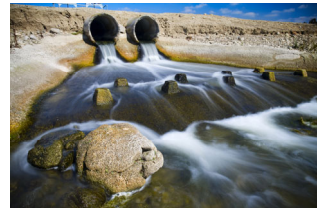


3

## CASH COLLECTIONS

Property Tax: \$362K
Pipeline: \$896K
Groundwater: \$37K
Grants: \$0
Rents: \$8K
Miscellaneous (Lake Piru): \$100K
<b>Total: \$1.4M</b>

FINANCE DIVISION RECAP

4

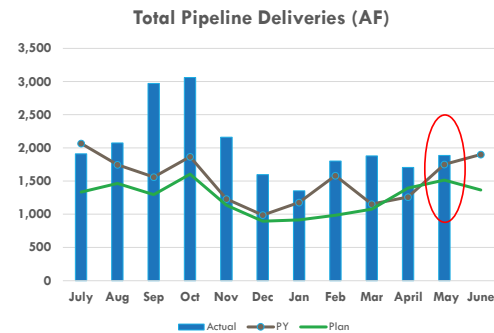


## MAY 2021 PIPELINE

	\$ Billed	Actual AF	Plan AF	Variance
OH	\$720K	1,255	1,035	220
PT	\$316K	632	480	152
PV	\$11K			

- Year-to-date May deliveries 65% ahead of Plan and 37% over PY
- 150% of FY Plan delivered to date
- Excluding Pleasant Valley deliveries, volume 41% ahead of Plan & 23% ahead of PY

FINANCE DIVISION RECAP

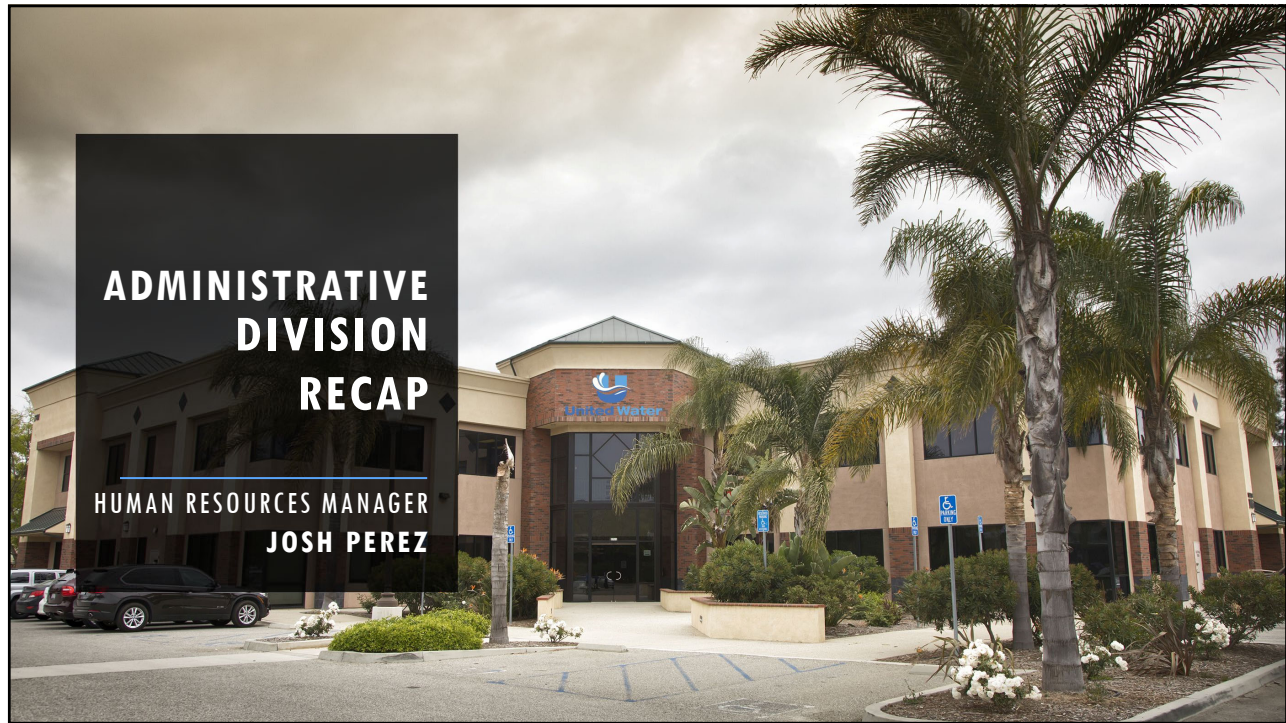


5

- Presented proposed FY 21-22 budget at May 12 Board meeting
- Held meetings with the OH and PT Pipeline customers to discuss the FY 21-22 Budget and District activity
- Held audit kickoff meeting and began interim fieldwork for the audit
- Began recruitment for open Controller position
- Prepared FY 21-22 Proposed Budget for GSAs
- Provided O&M with financial data needed for filling out the State Water Resources Control Board's Electronic Annual Report for the OH Pipeline

FINANCE DIVISION RECAP

6




7



- Completed promotion documents for two new Field Technicians (Melissa Beebe and Melissa Marovitz).
- Handled onboarding of several new part time seasonal staff for Lake Piru and the exit paperwork for several Environmental Services seasonal staff members.
- Initiated recruitment for our soon-to-be vacant Controller position.

ADMINISTRATIVE DIVISION RECAP

8



ADMINISTRATIVE DIVISION RECAP

- Provided Adult and Pediatric CPR/AED/First Aid training to 15 staff at Lake Piru and HQ office.
- Delivered monthly safety training, covering COVID-19 Updates, Valley Fever, and Heat Illness Prevention.
- Coordinated and evaluated responses to FERC's request on physical security recommendations.
- Supported IT and Engineering with cyber incident response, reporting, and communications.

9



ADMINISTRATIVE DIVISION RECAP

- Initiated SDRMA safety consultant review at HQ, El Rio, Saticoy, and SFD.
- Purchased and installed AED device with assistance from Operations Department.



10



ADMINISTRATIVE DIVISION RECAP

- Supported a Cyber Security Advisory originating from staff member who received suspicious e-mail with instructions.
- Provided IT support of the Lake Piru Recreational Area for public access, including some IT changes to provide effective internet and printing for the kiosk staff members.
- Updated security appliance software across UWCD remote sites.
- Updating security and threat prevention software across UWCD laptops and desktop computers.

11



ADMINISTRATIVE DIVISION RECAP

- Received Apple Pro tablets and most iPad accessories. Base configuration provisioning is in process.
  - Individual meetings to be scheduled with Board of Directors for device assignment.



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## Future Agenda Items

Chair Sheldon Berger

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13

## ADJOURNMENT

Chair Sheldon Berger



*Thank you!*

**United Water Conservation District**  
"Conserving water since 1927"

14



### **Staff Report**

**To:** UWCD Finance and Audit Committee Members

**Through:** Mauricio E. Guardado, Jr., General Manager

**From:** Zachary Plummer, IT Administrator  
Josh Perez, Human Resource Manager

**Date:** June 25, 2021 (Meeting July 13, 2021)

**Agenda Item:** 5 (Board Motion Item 4.1) Approval of [RE]DESIGN Contract in the amount of \$337,736 for replacement servers at the District's Oxnard Headquarters and replacement of SCADA servers at the District's El Rio facility

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### **Staff Recommendation:**

The Committee will review and consider recommendation to the full Board for a contract with [RE]DESIGN in the amount of \$337,736 for the replacement of servers at the District's Oxnard Headquarters and the replacement of SCADA servers at the District's El Rio facility, both of which have exceed the service life of the equipment.

### **Background:**

The current servers have reached the end of their useful service life and need to be replaced. These servers are the foundation of the District's electronic data processing, data storage, and serve a critical role in the automation of data collection for normal business operations and regulatory compliance. This enhancement and upgrade will provide additional value of providing the District with new disaster recovery solutions for its technology systems and services. In addition, it will dramatically enhance the District's software and hardware solutions utilized by the District Technology Services team and staff members alike. The proposed server platform includes updated capacity to support the District's additional Technology Systems improvement projects scheduled for the same fiscal year and considers capacity to support compute resources for growth estimated over the next five years.

United's Technology Services staff evaluated multiple options for equipment modernization upgrades encompassing the needs of the general District IT and SCADA Technologies. Staff requested vendors propose preliminary solutions for technical design, implementation services, and ongoing hardware and software support of the District. These requirements were evaluated against similar technologies solutions and only [RE]DESIGN demonstrated the desired capabilities in their proposal. [RE]DESIGN proposed a thorough plan to deliver white-glove



**(Board Motion Item 4.1) Approval of [RE]DESIGN Contract in the amount of \$337,736 for replacement servers at the District's Oxnard Headquarters and replacement of SCADA servers at the District's El Rio facility**

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services to every component included in the project. Services will be completed only when the server equipment is installed, configured, tested, validated, and integrated within United Water's existing technology environment and when full production migration onto the new systems are completed. Technology Services staff will be provided design and as-built documentation which will be incorporated in the District's cyber incident response and data recovery planning.

**Fiscal Impact:**

The contracted proposal which includes Hardware, Software, five years of Support and Extended Warranties, and Professional Installations Services for a total cost of \$337,736. This project was budgeted for in the CIP Budgetary Plan for Fiscal Year 2021-22 Capital Improvement Project for \$372,000. (CIP No.8051). No additional funding is requested.

**Attachments:**   A    **Contract Agreement with [RE]DESIGN**  
                          B    **CIP Budgetary Plan for FY 2021-22 No. 8051**

# Project Proposal

**VxRail**

Quote # 762, Version 1



**Prepared by**

Pete Weil  
Regional Sales Director - SoCal  
The [RE]DESIGN Group  
[pweil@redesign-group.com](mailto:pweil@redesign-group.com)

**Prepared for**

Zachary Plummer  
IT Administrator  
United Water Conservation District  
[zacharyp@unitedwater.org](mailto:zacharyp@unitedwater.org)

# [RE]DESIGN

The Future Belongs to the Curious



United Water Conservation District | VxRail

Quote # 762, Version 1

Delivered: June 18, 2021

Valid through: July 15, 2021



## Prepared by

Pete Weil  
The [RE]DESIGN Group  
2629 Manhattan Ave, Suite 307  
Hermosa Beach, CA 90254  
pweil@redesign-group.com

## Prepared for

Zachary Plummer  
IT Administrator  
United Water Conservation District  
zacharyp@unitedwater.org

## Production Site

Description	Price	Qty	Ext. Price
<b>Production - (4) Node VxRail E560F and (2) S4112F-ON Switches with 5 Years ProSupport with 4HR/MC</b>	<b>\$194,238.00</b>	<b>1</b>	<b>\$194,238.00</b>
<b><u>Cost Breakdown</u></b>			
<ul style="list-style-type: none"><li>Hardware - \$66,066</li><li>Software - \$37,823</li><li>Support - \$80,349</li><li>Services - \$10,000</li></ul>			
<b><u>Payment Terms</u></b>			
<ul style="list-style-type: none"><li>Net 60</li></ul>			
Dell EMC Switch S4112F, 12 x 10GbE SFP+, 3 x 100GbE QSFP28, FAN to IO, 2 x AC PSU, OS10		1	
Dell Networking Cable, LC to LC Fiber Cable, MMF, OM4, Optics Required, 3M		2	
Force10, Power Cord, 125V, 15A, 10 Feet, NEMA 5-15/C13, S-Series		2	
Force10, Power Cord, 250V, 12A, 2 Meters, C13/C14		2	
OS10 Enterprise, S4112F		1	
Dell EMC Networking S4112-ON Americas User Guide		1	

# [RE]DESIGN

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## Production Site

Description	Price	Qty	Ext. Price
Dell Networking, Transceiver, SFP+, 10GbE, SR, 850nm Wavelength, 300m Reach		2	
Dell Networking, Cable, SFP+ to SFP+, 10GbE, Copper Twinax Direct Attach Cable, 3 Meter		8	
Dell Networking Cable, 100GbE, QSFP28 to QSFP28, Passive Copper Direct Attach, 0.5 Meter		1	
A 5 Years ProSupport and Mission Critical 4Hr Onsite Service		1	
Certified Deployment Partner T1 or Distributors		1	
VxRail E560F,10X2.5",Flash		4	
VxRail Software 7.0.100 Factory Install		4	
No Transformational License Agreement		4	
2.5" Chassis with up to 10 Hard Drives and 3PCIe slots		4	
VxRail E560/F Bezel		4	
Intel® Xeon® Gold 6208U 2.9G, 16C/32T, 10.4GT/s, 22 M Cache, Turbo, HT (150W) DDR4-2933		4	
No Additional Processor		4	
3200MT/s RDIMMs		4	
32GB RDIMM, 3200MT/s, Dual Rank, 16Gb BASE		24	
400GB SSD SAS Write Intensive 12Gbps 512e 2.5in Hot Plug Drive, PM5-M, 10 DWPD,		8	
3.84TB SSD SATA Read Intensive 6Gbps 512 2.5in Hot-plug AG Drive, 1 DWPD,		16	
Intel X710 Quad Port 10GbE SFP+, rNDC		4	
No Trusted Platform Module		4	
ReadyRails™ Sliding Rails With Cable Management Arm		4	

# [RE]DESIGN

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## Production Site

Description	Price	Qty	Ext. Price
Dual, Hot-plug, Redundant Power Supply (1+1), 1100W		4	
NEMA 5-15P to C13 Wall Plug, 125 Volt, 15 AMP, 10 Feet (3m), Power Cord, North America		8	
C13 to C14, PDU Style, 12 AMP, 2 Feet (.6m) Power Cord, North America		8	
VxRail VMware, vSAN Standard, 5 Years		4	
VxRail HCI System Software, All-Flash, S		4	
VxRail HCI System Software, Capacity Drive 3.84TB SATA, SSD		16	
VxRail VMware vSphere Standard for 1 processor, 5 Years		4	
5 Years Pro Support and Mission Critical 4 Hour 7x24 Onsite Service		4	
5 Years, Series E All Flash, Add-On Support		4	
5 Years, Pro Support w/ Mission Critical, Software Support		4	
5 Years, ProSupport Mission Critical, vSAN, Standard, 1 Processor		4	
5Years,ProSupport Mission Critical, vSphere Standard, 1 processor (no vRAM limitation for EOEM use)		4	
Certified Deployment Partner T1 or Distributors		4	
PowerEdge R640 CE, CCC, BIS Marking		4	
HCIA RecoverPoint for VMWare for 1 node VT		4	
E560/E560F Shipping		4	
PowerEdge R640 x4 and x10 Drive Shipping Material		4	
Riser Config 4, 2x16 LP		4	
PowerEdge R640 MLK Motherboard		4	
1 Standard Heatsink for 165W or less CPU		4	
Performance Optimized		4	

# [RE]DESIGN

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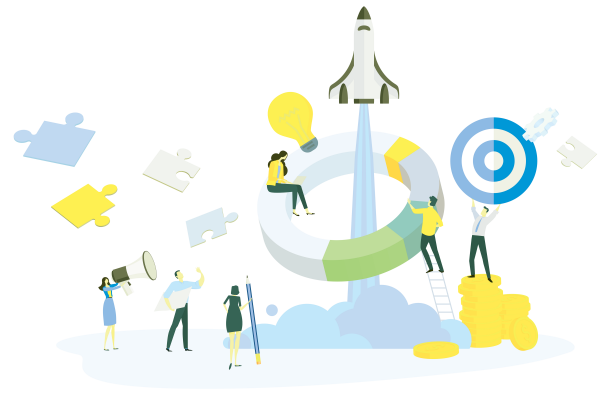
## Production Site

Description	Price	Qty	Ext. Price
No RAID for E560		4	
HBA330 12Gbps SAS HBA Controller (NON-RAID), Minicard		4	
BOSS controller card + with 2 M.2 Sticks 240G (RAID 1),LP		4	
iDRAC9,Enterprise		4	
iDRAC Group Manager, Disabled		4	
iDRAC,Legacy Password,OEM		4	
DHCP with Zero Touch Configuration		4	
IDSDM and Combo Card Reader		4	
2x 64GB microSDHC/SDXC Card		4	
5 Standard Fans for R640		4	
No Quick Sync		4	
UEFI BIOS Boot Mode with GPT Partition		4	
No Energy Star		4	
No Internal Optical Drive for 10 or 24 HDD Chassis		4	
No Systems Documentation, No OpenManage DVD Kit		4	
E560F Luggage Tag		4	
US No Canada Ship Charge		4	
VxRail Small Form Factor Pluggable Cable Kit		4	
Dell EMC Switch S4112F, 12 x 10GbE SFP+, 3 x 100GbE QSFP28, FAN to IO, 2 x AC PSU, OS10		1	
Dell Networking Cable, LC to LC Fiber Cable, MMF, OM4, Optics Required, 3M		2	
Force10, Power Cord, 125V, 15A, 10 Feet, NEMA 5-15/C13, S-Series		2	



# [RE]DESIGN

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## Production Site

Description	Price	Qty	Ext. Price
Force10, Power Cord, 250V, 12A, 2 Meters, C13/C14		2	
OS10 Enterprise, S4112F		1	
Dell EMC Networking S4112-ON Americas User Guide		1	
Dell Networking, Transceiver, SFP+, 10GbE, SR, 850nm Wavelength, 300m Reach		2	
Dell Networking, Transceiver, SFP, 1000BASE-T		4	
Dell Networking, Cable, SFP+ to SFP+, 10GbE, Copper Twinax Direct Attach Cable, 3 Meter		8	
Dell Networking Cable, 100GbE, QSFP28 to QSFP28, Passive Copper Direct Attach, 0.5 Meter		1	
Dell Networking Dual Tray, one Rack Unit, 4-post rack only, S4112		1	
A 5 Years ProSupport and Mission Critical 4Hr Onsite Service		1	
Certified Deployment Partner T1 or Distributors		1	

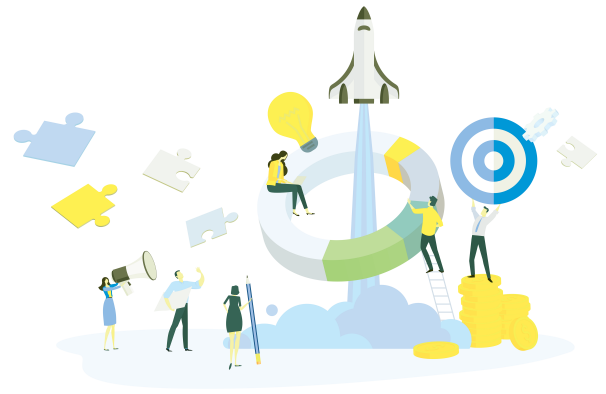
Subtotal: **\$194,238.00**

## DR Site

Description	Price	Qty	Ext. Price
<b>DR - (3) Node VxRail E560F with S4112F-ON Switches with 5 Years ProSupport with 4HR/MC</b>	<b>\$143,498.00</b>	<b>1</b>	<b>\$143,498.00</b>
<b><u>Cost Breakdown</u></b>			
<ul style="list-style-type: none"><li>Hardware - \$47,486</li><li>Software - \$25,667</li><li>Support - \$60,345</li><li>Services - \$10,000</li></ul>			
<b><u>Payment Terms</u></b>			
<ul style="list-style-type: none"><li>Net 60</li></ul>			

# [RE]DESIGN

The Future Belongs to the Curious



## DR Site

Description	Price	Qty	Ext. Price
Dell EMC Switch S4112F, 12 x 10GbE SFP+, 3 x 100GbE QSFP28, FAN to IO, 2 x AC PSU, OS10		1	
Dell Networking Cable, LC to LC Fiber Cable, MMF, OM4, Optics Required, 3M		2	
Force10, Power Cord, 125V, 15A, 10 Feet, NEMA 5-15/C13, S-Series		2	
Force10, Power Cord, 250V, 12A, 2 Meters, C13/C14		2	
OS10 Enterprise, S4112F		1	
Dell EMC Networking S4112-ON Americas User Guide		1	
Dell Networking, Transceiver, SFP+, 10GbE, SR, 850nm Wavelength, 300m Reach		2	
Dell Networking, Cable, SFP+ to SFP+, 10GbE, Copper Twinax Direct Attach Cable, 3 Meter		6	
Dell Networking Cable, 100GbE, QSFP28 to QSFP28, Passive Copper Direct Attach, 0.5 Meter		1	
A 5 Years ProSupport and Mission Critical 4Hr Onsite Service		1	
Certified Deployment Partner T1 or Distributors		1	
VxRail E560F,10X2.5",Flash		3	
VxRail Software 7.0.100 Factory Install		3	
No Transformational License Agreement		3	
2.5" Chassis with up to 10 Hard Drives and 3PCIe slots		3	
VxRail E560/F Bezel		3	
Intel® Xeon® Gold 6208U 2.9G, 16C/32T, 10.4GT/s, 22 M Cache, Turbo, HT (150W) DDR4-2933		3	
No Additional Processor		3	
3200MT/s RDIMMs		3	

# [RE]DESIGN

The Future Belongs to the Curious



## DR Site

Description	Price	Qty	Ext. Price
32GB RDIMM, 3200MT/s, Dual Rank, 16Gb BASE		18	
400GB SSD SAS Write Intensive 12Gbps 512e 2.5in Hot Plug Drive, PM5-M, 10 DWPD,		3	
3.84TB SSD SATA Read Intensive 6Gbps 512 2.5in Hot-plug AG Drive, 1 DWPD,		9	
Intel X710 Quad Port 10GbE SFP+, rNDC		3	
No Trusted Platform Module		3	
ReadyRails™ Sliding Rails With Cable Management Arm		3	
Dual, Hot-plug, Redundant Power Supply (1+1), 1100W		3	
NEMA 5-15P to C13 Wall Plug, 125 Volt, 15 AMP, 10 Feet (3m), Power Cord, North America		6	
C13 to C14, PDU Style, 12 AMP, 2 Feet (.6m) Power Cord, North America		6	
VxRail VMware, vSAN Standard, 5 Years		3	
VxRail HCI System Software, All-Flash, S		3	
VxRail HCI System Software, Capacity Drive 3.84TB SATA, SSD		9	
VxRail VMware vSphere Standard for 1 processor, 5 Years		3	
5 Years Pro Support and Mission Critical 4 Hour 7x24 Onsite Service		3	
5 Years, Series E All Flash, Add-On Support		3	
5 Years, Pro Support w/ Mission Critical, Software Support		3	
5 Years, ProSupport Mission Critical, vSAN, Standard, 1 Processor		3	
5Years,ProSupport Mission Critical, vSphere Standard, 1 processor (no vRAM limitation for EOEM use)		3	
Certified Deployment Partner T1 or Distributors		3	
PowerEdge R640 CE, CCC, BIS Marking		3	

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## DR Site

Description	Price	Qty	Ext. Price
HCIA RecoverPoint for VMWare for 1 node VT		3	
E560/E560F Shipping		3	
PowerEdge R640 x4 and x10 Drive Shipping Material		3	
Riser Config 4, 2x16 LP		3	
PowerEdge R640 MLK Motherboard		3	
1 Standard Heatsink for 165W or less CPU		3	
Performance Optimized		3	
No RAID for E560		3	
HBA330 12Gbps SAS HBA Controller (NON-RAID), Minicard		3	
BOSS controller card + with 2 M.2 Sticks 240G (RAID 1),LP		3	
iDRAC9,Enterprise		3	
iDRAC Group Manager, Disabled		3	
iDRAC,Legacy Password,OEM		3	
DHCP with Zero Touch Configuration		3	
IDSDM and Combo Card Reader		3	
2x 64GB microSDHC/SDXC Card		3	
5 Standard Fans for R640		3	
No Quick Sync		3	
UEFI BIOS Boot Mode with GPT Partition		3	
No Energy Star		3	
No Internal Optical Drive for 10 or 24 HDD Chassis		3	
No Systems Documentation, No OpenManage DVD Kit		3	

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## DR Site

Description	Price	Qty	Ext. Price
E560F Luggage Tag		3	
US No Canada Ship Charge		3	
VxRail Small Form Factor Pluggable Cable Kit		3	
Dell EMC Switch S4112F, 12 x 10GbE SFP+, 3 x 100GbE QSFP28, FAN to IO, 2 x AC PSU, OS10		1	
Dell Networking Cable, LC to LC Fiber Cable, MMF, OM4, Optics Required, 3M		2	
Force10, Power Cord, 125V, 15A, 10 Feet, NEMA 5-15/C13, S-Series		2	
Force10, Power Cord, 250V, 12A, 2 Meters, C13/C14		2	
OS10 Enterprise, S4112F		1	
Dell EMC Networking S4112-ON Americas User Guide		1	
Dell Networking, Transceiver, SFP+, 10GbE, SR, 850nm Wavelength, 300m Reach		2	
Dell Networking, Transceiver, SFP, 1000BASE-T		3	
Dell Networking, Cable, SFP+ to SFP+, 10GbE, Copper Twinax Direct Attach Cable, 3 Meter		6	
Dell Networking Cable, 100GbE, QSFP28 to QSFP28, Passive Copper Direct Attach, 0.5 Meter		1	
Dell Networking Dual Tray, one Rack Unit, 4-post rack only, S4112		1	
A 5 Years ProSupport and Mission Critical 4Hr Onsite Service		1	
Certified Deployment Partner T1 or Distributors		1	

Subtotal: **\$143,498.00**

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## [RE]DESIGN Professional Services

Description	Price	Qty	Ext. Price
[RE]DESIGN Professional Services - Fixed Scope White Glove Implementation - Included	\$0.00	1	\$0.00
Subtotal:			\$0.00



# [RE]DESIGN

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United Water Conservation District | VxRail

Quote # 762, Version 1

Delivered: June 18, 2021

Valid through: July 15, 2021

## Quote Summary

Description	Amount
Production Site	\$194,238.00
DR Site	\$143,498.00
[RE]DESIGN Professional Services	\$0.00
Total:	<b>\$337,736.00</b>

Acceptance of this Quote is binding and the above item(s) will be purchased in reliance thereon. All sales are final. After orders are placed, a final invoice will be provided that shall include all applicable taxes, shipping charges, and payment terms not included herein. Any invoice amounts not timely paid will be subject to a daily interest charge, at the prorated amount of 1.5% per month, or at the highest interest rate allowable under California law. By signing below, the above-named Company, acting under due and proper authority, hereby agrees that this Quote constitutes a binding Agreement with The [RE]DESIGN Group.

The [RE]DESIGN Group

United Water Conservation District

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

8051	Multiple
------	----------

**Mission-Related Goal:** A, B and C

**Strategic Objective:** A2, B1, B4, C1, C5 and C7

<b>Project Name:</b>	<b>Server Replacement</b>
<b>Department:</b>	<b>O&amp;M</b>
	<b>300</b>

<p><b>Description</b></p>	<p>Replacement servers at the Oxnard Headquarters office and SCADA servers at the El Rio office.</p>
<p><b>Need Benefit, and Relation to Existing Facilities</b></p>	<p>The current servers are outdated and have reached the end of their useful life and need to be replaced. These servers are the core of the District's automation system and data collection for operations and regulatory compliance.</p>
<p><b>Current Status</b></p>	
<p><b>Graphical Information</b></p>	

## PROJECT FUNDING

Project 8051	Funding Split	Approved Allocation thru 6-30-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26 and Beyond	Project Total
<b>Funding Sources</b>								
General/Water Conservation	38.88%	-	144,649	-	-	-	-	144,649
Debt Proceeds	0.00%	-	-	-	-	-	-	-
Freeman	20.97%	-	77,999	-	-	-	-	77,999
OH Pipeline	23.27%	-	86,547	-	-	-	-	86,547
OH Well Replacement	0.00%	-	-	-	-	-	-	-
PV Pipeline	2.69%	-	9,997	-	-	-	-	9,997
PT Pipeline	14.20%	-	52,807	-	-	-	-	52,807
Contributions/Grants	0.00%	-	-	-	-	-	-	-
<b>Total Funding Sources</b>	<b>100%</b>	<b>-</b>	<b>372,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>372,000</b>

## PROJECT COSTS

Project Phase/Category	Approved Allocation thru 6-30-21	CURRENT YEAR STATUS		FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26 and Beyond	Project Total
		Expenditures to Date	Est Balance to Carryover						
Project Administration/Inspection									
In-House Salaries		-	-	-	-	-	-	-	-
Legal Fees		-	-	-	-	-	-	-	-
Total Admin/Inspection	-	-	-	-	-	-	-	-	-
Project Planning & Design									
Design		-	-	-	-	-	-	-	-
Survey		-	-	-	-	-	-	-	-
Geotechnical		-	-	-	-	-	-	-	-
Total Planning & Design	-	-	-	-	-	-	-	-	-
Land Acquisition									
Row / Land Acquisition		-	-	-	-	-	-	-	-
CEQA / Permits		-	-	-	-	-	-	-	-
Total Land Acquisition	-	-	-	-	-	-	-	-	-
Construction									
Equipment		-	-	362,000	-	-	-	-	362,000
Construction		-	-	10,000	-	-	-	-	10,000
Total Improvements	-	-	-	372,000	-	-	-	-	372,000
Total Project Costs	-	-	-	372,000	-	-	-	-	372,000

### Special Project Issues & Funding Sources

(Other Agency Permits, Grants, Assessment Districts, Coordination with Others, Etc.)

### Annual Fiscal Impact - Maintenance & Operations (Current and Future)



To: UWCD Finance and Audit Committee Members

From: Joseph Jereb, Chief Financial Officer

Date: June 29, 2021 (July 13, 2021 meeting)

Agenda Item: **6 (Board Info. Item 3.C) Monthly (May 31, 2021) Investment Report  
Information Item**

**Recommendation**

Review and discuss the most current investment report for May 31, 2021, that is enclosed.

**Fiscal Impact**

As shown.

**Discussion**

Based on the information included in the attached reports, staff will present a summary and discuss key information as an overview.


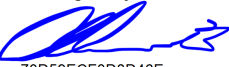

Attachments: Combined Investment Report

**United Water Conservation District**  
**Monthly Investment Report**  
**May 31, 2021**

<b><u>Investment Recap</u></b>	<b><u>G/L Balance</u></b>	<b><u>Weighted Avg Days to Maturity</u></b>	<b><u>Diversification Percentage of Total</u></b>
Bank of the Sierra	2,926,149	1	5.96%
Union Bank - 2020 COP Bond Balance	19,006,650	1	38.73%
Petty Cash	1,800	1	0.00%
County Treasury	1,444	1	0.00%
LAIF Investments	27,141,128	1	55.29%
<b>Total Cash, Cash Equivalents and Securities</b>	<b>49,077,171</b>		<b>100.00%</b>
 <b>Investment Portfolio w/o Trustee Held Funds</b>	 <b>49,077,171</b>		
<b>Trustee Held Funds</b>	<b>-</b>		
<b>Total Funds</b>	<b>49,077,171</b>		

<b>Local Agency Investment Fund (LAIF)</b>	<b>Beginning Balance</b>	<b>Deposits (Disbursements)</b>	<b>Ending Balance</b>
	29,141,128	(2,000,000)	27,141,128
	<b>Interest</b>	<b>Interest</b>	
	<b>Earned YTD</b>	<b>Received YTD</b>	<b>Qtrly Yield</b>
	131,593	232,467	0.44%

II District investments are shown above and conform to the District's Investment Policy. All investment transactions during this period are included in this report. Based on budgeted cash flows the District appears to have the ability to meet its expenditure requirements for the next six months.

<p>DocuSigned by:    36D23F9D982745E...</p> <hr/> <p><b>Mauricio E. Guardado, Jr., General Manager</b></p>	<p>6/29/2021</p> <hr/> <p><b>Date Certified</b></p>
<p>DocuSigned by:    70D59ECF0D8D46E...</p> <hr/> <p><b>Anthony Emmert, Assistant General Manager</b></p>	<p>6/29/2021</p> <hr/> <p><b>Date Certified</b></p>
<p>DocuSigned by:    306DA3150E61440</p> <hr/> <p><b>Joseph Jereb, Chief Financial Officer</b></p>	<p>6/29/2021</p> <hr/> <p><b>Date Certified</b></p>

<i><b>United Water Conservation District</b></i>			
<i><b>Cash Position</b></i>			
<b>May 31, 2021</b>			
<b>Fund</b>	<b>Total</b>	<b>Composition</b>	<b>Restrictions/Designations</b>
<b>General/Water Conservation Fund:</b>			<b>Revenue collected for district operations</b>
General/Water Conservation	12,173,721	3,675,687	Includes General, Rec & Ranger, Water Conservation
		1,725,000	Reserved for legal expenditures
		5,435,000	Designated for replacement, capital improvements, and environmental projects
		1,338,034	Supplemental Water Purchase Fund
General CIP Funds	4,497,253	4,497,253	Appropriated for capital projects
2020 COP Bond Funds	13,802,210	13,802,210	Reserved for CIP Projects
<b>Special Revenue Funds:</b>			<b>Revenue collected for a special purpose</b>
State Water Project Funds	3,532,074	3,532,074	Procurement of water/rights from state water project
<b>Enterprise Funds:</b>			<b>Restricted to fund usage</b>
Freeman Fund	(105,390)	(105,390)	Operations, Debt Service and Capital Projects
		-	Designated for replacement and capital improvements
		-	Reserved for legal expenditures
Freeman CIP Fund	3,384,670	3,384,670	Appropriated for capital projects
OH Pipeline Fund	3,408,948	3,408,948	Delivery of water to OH customers
OH CIP Fund	4,449,233	4,449,233	Appropriated for capital projects
OH Pipeline Well Replacement Fund	607,436	607,436	Well replacement fund
PV Pipeline Fund	591,923	591,923	Delivery of water to PV customers
PV CIP Fund	151,882	151,882	Appropriated for capital projects
PT Pipeline Fund	1,745,559	1,745,559	Delivery of water to PTP customers
PT CIP Fund	837,652	837,652	Appropriated for capital projects
<b>Total District Cash &amp; Investments</b>	<b>49,077,171</b>	<b>49,077,171</b>	





To: UWCD Finance and Audit Committee Members

From: Joseph Jereb, Chief Financial Officer

Date: June 29, 2021 (July 13, 2021 meeting)

Agenda Item: **7 – Monthly (May 31, 2021) Pipeline Delivery Report**

**Recommendation**

Review and discuss the most current pipeline delivery report for May 31, 2021, that is enclosed.

**Fiscal Impact**

As shown.

**Discussion**

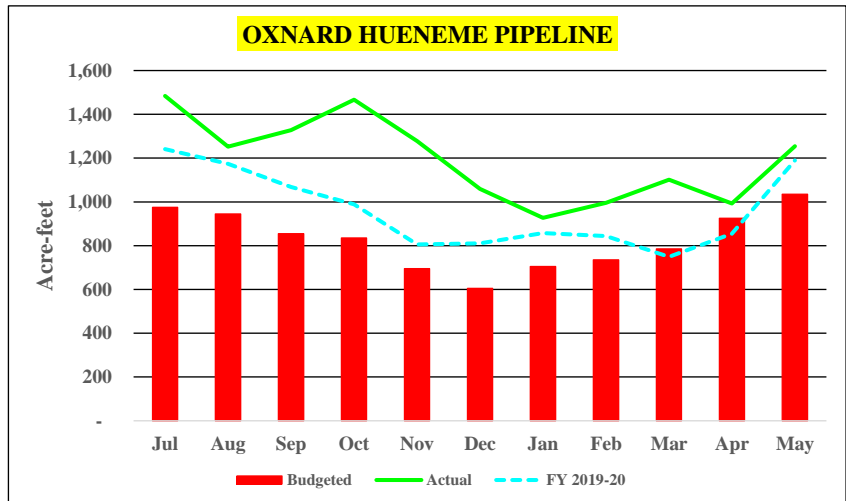
Based on the information included in the attached reports, staff will present a summary and discuss key information as an overview.

Attachments: Pipeline Delivery Report

**United Water Conservation District  
Pipeline Water Deliveries (Acre-feet)  
FY 2020-21 data thru May 31, 2021**

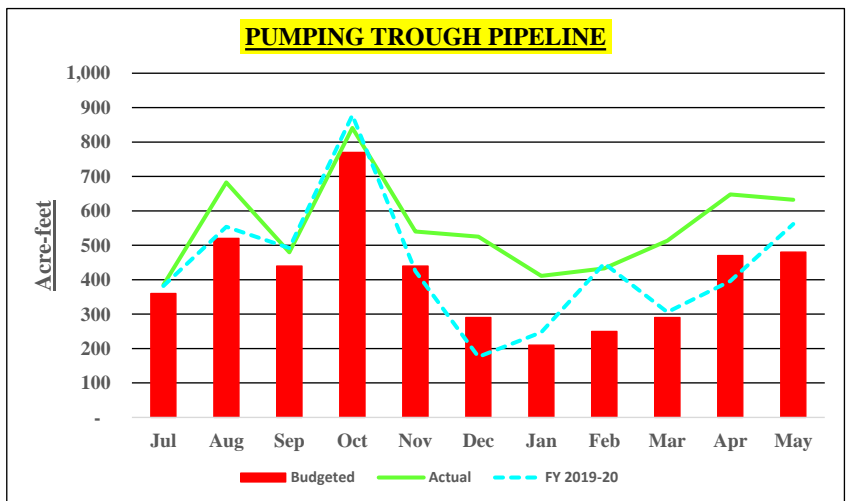
<b>OH Pipeline 20-21</b>			
	Projection	Actual	Difference
Jul	975	1,484	509
Aug	945	1,252	307
Sep	855	1,328	473
Oct	835	1,467	632
Nov	695	1,278	583
Dec	605	1,059	454
Jan	705	927	222
Feb	735	996	261
Mar	785	1,101	316
Apr	925	993	68
May	1,035	1,254	219
Jun	895		
Totals	9,990	13,139	4,044
YTD	9,095	13,139	4,044

**YTD Actual to Budget: 44.5%**

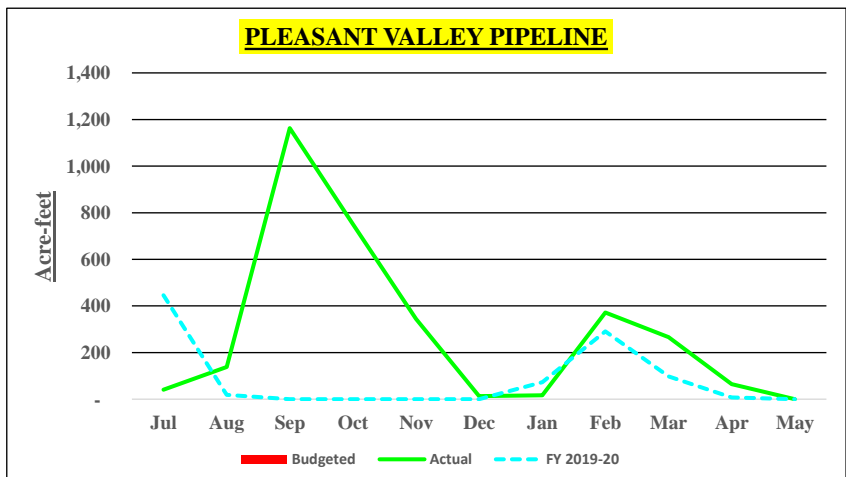


<b>PT Pipeline 2020-21</b>			
	Projection	Actual	Difference
Jul	360	385	25
Aug	520	683	163
Sep	440	480	40
Oct	770	841	71
Nov	440	540	100
Dec	290	525	235
Jan	210	411	201
Feb	250	433	183
Mar	290	513	223
Apr	470	648	178
May	480	632	152
Jun	470		
Totals	4,990	6,091	1,571
YTD	4,520	6,091	1,571

**YTD Actual to Budget: 34.8%**



<b>PV Pipeline 2020-21</b>			
	Projection	Actual	Difference
Jul	-	41	41
Aug	-	138	138
Sep	-	1,163	1,163
Oct	-	752	752
Nov	-	344	344
Dec	-	13	13
Jan	-	17	17
Feb	-	372	372
Mar	-	266	266
Apr	-	65	65
May	-	-	-
Jun	-	-	-
Totals	-	3,171	3,171
YTD	-	3,171	3,171





To: UWCD Finance and Audit Committee Members

From: Joseph Jereb, Chief Financial Officer

Date: June 29, 2021 (July 13, 2021 meeting)

Agenda Item: **8 – Board Requested Cost Tracking Items**

**Recommendation**

Review and discuss the cost to date reports for:

- 1) FERC licensing
- 2) The Probable Maximum Precipitation/Flood Study
- 3) General/Water Conservation Fund Environmental
- 4) Freeman Fund Environmental
- 5) Quagga Mussels
- 6) City of Ventura Litigation
- 7) Wishtoyo Litigation
- 8) All legal fees
- 9) All professional fees (excluding legal fees)
- 10) Motion items with fiscal impact

**Fiscal Impact**

As shown.

**Discussion**

The Finance and Audit Committee requested a monthly update of the accounting being maintained by the District for costs being incurred for various items. The attached report provides data through May 2021.

Attachment: A - Consolidated Cost Summary

**United Water Conservation District  
Consolidated Cost Summary Report  
Through May, 2021**

Fiscal Year	FERC License	PMF Study	Gen/Water Conservation Environmental	Freeman Environmental	Quagga Mussels	City of Ventura Lawsuit *	Wishtoyo Complaint	Legal Fees	Other Professional Fees	Total Professional Fees
2001-02	27,083	-	-	-	-	-	-	-	-	-
2002-03	137,116	-	-	-	-	-	-	-	-	-
2003-04	395,575	-	-	-	-	-	-	-	-	-
2004-05	527,191	53,364	-	-	-	-	-	-	-	-
2005-06	169,655	16,486	3,170	148,847	-	-	-	-	-	-
2006-07	74,929	10,554	71,678	170,323	-	-	-	-	-	-
2007-08	105,950	-	304,745	170,995	-	-	-	-	-	-
2008-09	364,883	-	1,483,036	458,887	-	-	-	1,267,547	822,498	2,090,045
2009-10	258,473	68,839	524,532	548,673	-	-	-	324,553	860,496	1,185,049
2010-11	407,597	123,915	306,071	374,490	-	-	-	255,183	992,758	1,247,941
2011-12	789,792	87,059	479,648	138,686	-	353,598	-	533,216	902,051	1,435,267
2012-13	531,196	6,942	568,207	291,674	-	52,222	-	261,810	1,316,817	1,578,627
2013-14	771,128	97,340	499,114	434,354	186,505	365,903	169,167	770,488	1,244,116	2,014,604
2014-15	968,028	120,094	116,393	725,345	232,259	227,522	85,654	505,973	1,811,454	2,317,427
2015-16	469,632	53,062	137,400	605,003	311,047	161,858	230,513	690,261	1,463,670	2,153,931
2016-17	435,599	257,750	139,791	666,810	613,210	23,373	1,029,773	1,030,758	1,535,352	2,566,110
2017-18	363,051	617,564	119,971	546,179	413,501	272,526	2,410,909	2,931,575	2,153,367	5,084,942
2018-19	735,757	436,136	137,761	659,368	431,494	193,240	1,174,589	2,104,842	2,526,710	4,631,553
2019-20	682,306	818,753	57,942	1,184,780	290,047	411,440	4,812,891	5,839,441	2,898,804	6,546,015
2020-21	244,725	1,501,474	21,893	426,257	281,126	1,407,400	1,955,658	4,147,044	1,607,627	5,754,671
<b>Report Total</b>	<b>8,459,668</b>	<b>4,269,331</b>	<b>4,971,350</b>	<b>7,550,670</b>	<b>2,759,188</b>	<b>3,469,082</b>	<b>11,869,154</b>	<b>20,662,692</b>	<b>20,135,720</b>	<b>38,606,181</b>
<b>Previous Report Total</b>	<b>8,445,352</b>	<b>4,128,506</b>	<b>4,968,847</b>	<b>7,512,521</b>	<b>2,736,705</b>	<b>2,465,566</b>	<b>11,089,597</b>	<b>18,868,863</b>	<b>19,936,056</b>	<b>36,612,689</b>
<i>Current Activity</i>	<i>14,316</i>	<i>140,824</i>	<i>2,503</i>	<i>38,149</i>	<i>22,484</i>	<i>1,003,516</i>	<i>779,557</i>	<i>1,793,829</i>	<i>199,664</i>	<i>1,993,493</i>

**Current Activity Narrative:**

- FERC - The activity for May (\$14K) was primarily spent on staff time (\$13K) and professional fees (\$1K) for the fish passage and FERC.
- PMF - The activity for May (\$141K) was spent primarily on geotechnical services (\$58K), design (\$76K), staff time (\$4K) and CEQA (\$3K).
- Gen/Wtr Cons - The activity for May (\$3K) was spent primarily on staff (\$2K) and professional fees (\$1K).
- Freeman - The activity for May (\$38K) was spent primarily on staff time (\$30K) and professional fees (\$8K) related to HCP support.
- Quagga - The activity for May (\$22K) was spent on staff time (\$22K) related to quagga mussel eradication and the scientific dive agreement.
- Ventura - There were legal costs of \$1M associated with the settlement of the City of Ventura Lawsuit.
- Wishtoyo - The activity for May (\$780K) was spent primarily on the second installment of legal fees related to the Wishtoyo complaint.
- Legal Fees - Includes all legal fees for the District. These fees were dominated by the Wishtoyo and Ventura lawsuits.
- Other Prof Fees - Includes all contracted professional fees except legal fees. These fees were dominated by consulting fees and Urban Water Management Plan.



### **Staff Report**

**To:** UWCD Finance and Audit Committee Members

**Through:** Mauricio E. Guardado, Jr., General Manager  
Anthony A. Emmert, Assistant General Manager

**From:** Joseph Jereb, Chief Financial Officer  
Josh Perez, Human Resources Manager  
Zachary Plummer, Information Technology Administrator  
Kris Sofley, Executive Administrative Coordinator/Clerk of the Board

**Date:** June 24, 2021 (July 13, 2021, meeting)

**Agenda Item:** 9 (Board Info. Item 5.1) Monthly Administrative Services Department Report  
**Information Item**

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#### **Staff Recommendation:**

The Committee will receive a staff report and presentation from the Administrative Services Department regarding its activities for the month of June.

#### **Discussion:**

Activities that took place during the month of June 2021 include:

#### **Finance**

- Finalized the FY 2021-22 budget which was adopted by the Board on June 8, 2021.
- Prepared 2021-1 groundwater statements and mailed them to customers.
- Coordinated with Finance and Human Resources (HR) staff to prepare for year-end payroll accruals.
- Communicated with HR staff regarding employee merit increase eligibility, leave maximums, and other payroll-related notifications.
- Completed the FY 2020-21 Interim Audits.
- Conducted staff cross-training and other handovers in preparation for Controller departure from the District.
- Finalized the FY 2021-22 GSA budgets which were adopted by their respective Boards in June.

#### **Human Resources**

- Assisted Finance with demographics and health section for Other Post-Employment Benefits reporting for FY 2020-21.
-

- Prepared cost of living adjustments (COLA) for full-time employees consistent with our Memorandum of Understanding.
- Aided the Water Resources Department with groundwater hearing exhibits for the June Board meeting.
- Completed NEOGOV Step Up Series training.
- Worked with Finance Department on recruitment for our Controller position.
- Began working with the Environmental Services team recruitment efforts for a part-time Field Assistant.
- Continued efforts in coordination with our Recreation Department to address Camp Host and Seasonal Park Ranger Assistant staffing efforts.

### **Administrative**

- Assisted the GM in preparing presentation for Oxnard Leadership Academy on “The State of Water in Ventura County.”
  - Working with Environmental Services, Administrative Services and Water Resources, aided the GM in preparing both written and oral testimony for the U.S. House of Representatives Committee on Natural Resources Hearing on Ocean-Based Climate Solutions Act of 2021 as well as prepared answers to possible questions from the Committee members.
  - Coordinated with staff in preparation of GM’s facilities tour for the City Manager, Councilmember, Public Works Director and Economic Development Officer of the City of Tehachapi.
  - Reached out to Division Chief, Hazard Mitigation Planning Division of CalOES to provide a letter of support regarding the District’s application for FEMA High Hazard Potential Dam grant funding for the Santa Felicia Dam Safety Improvement Project, confirming the District’s eligibility as requested by Senator Alex Padilla’s office in follow up to a funding appropriations request submitted by the District last month. The admin team also gathered and submitted various documents regarding updated descriptions and estimated costs for the SFD Safety Improvement Project; the District’s recent corrections/updates to the EAP as requested by CalOES and confirmed our intent to finalize the EAP by July 16; and confirmation that the District has committed to FEMA's Hazard Mitigation Grant Program Plan.
  - Assisted Finance staff in securing updated information from Directors regarding the District’s ability to now pay expense reimbursements via electronic fund transfers.
  - Prepared, posted, and distributed agendas and full packets for:
    - June 1: Water Resources Committee meeting
    - June 2: Recreation Committee meeting
    - June 8: Finance and Audit Committee meeting
    - June 9: Board of Directors meeting
    - June 10: Fillmore and Piru Basins GSA Special Board of Directors meeting
    - June 17: Mound Basin GSA Board of Directors meeting
    - June 17: Fillmore and Piru Basins GSA Board of Directors meeting
    - June 24: Special Board of Directors meeting
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- Assisted Administrative Services, Engineering, Environmental Services, Finance, Operations and Maintenance, Park and Recreation, and Water Resources with departmental presentations to the Committees and Board.

### **Safety and Risk Management**

- Updated Santa Felicia Dam Security Plan in partnership with the Engineering Department.
- Supported the Engineering Department with Emergency Action Plan drill, including the implementation of emergency management notification system with relevant stakeholders.
- Updated COVID-19 Prevention Plan to align with June 2021 state and local public health guidance, and workplace safety compliance requirements.
- Prepared and disseminated COVID-19 communications to staff.
- Attended California Special Districts Association virtual event on *Return to Work: Life After COVID-19*.
- Attended webinar coordinated by Engineering Department on *Use of Remote Sensing in Dam Safety-Including Drones*.
- Delivered annual hearing conservation training to O&M staff during monthly safety meeting.
- Met with Ventura County Sheriff's Office law enforcement partners on potential partnership on grant-funded projects that might be mutually beneficial.

### **Information Technology**

#### Provided IT Support for the following virtual meetings:

- UWCD Engineering and Operations Meeting (June 3rd)
- UWCD Finance and Audit Committee (June 8th)
- UWCD Board of Directors Monthly Meeting (June 9th)
- UWCD Opening Ceremonies (June 17th)
- Engineering and Environmental Virtual Meetings in Board Room
- Santa Felicia Dam Fish Screen Workshop
- Iron and Manganese Bid Opening

#### General IT Helpdesk/Cyber Support:

- Upgraded security posture to UWCD firewall devices.
  - Delivery of a new Xerox Scanner and Printer for the El Rio Operations and Maintenance Facility.
  - Facilitated technology setup for a General Manager's participation in testimony provided to the Natural Resources Congressional Committee.
  - Resolved a reported technical systems issue regarding the intrusion prevention system and staff working remotely which prevented or dropped connectivity on server applications.
  - Provisioned IT access associated with changes among Recreation staff.
  - Created new e-mail distributions for Lake Piru Recreation Area associated with new business functions for managing the park.
  - Completed ownership and phone line changes associated with previous concessionaire.
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- Modernized the Lake Piru Recreation phone menu, call routing, and voicemail applications.
- Visited with Lake Piru Operations staff onsite to remediate list of IT service issues present at Piru facilities.
- Distributed advisories to staff about the ongoing increase in spam and phishing attempts against emails and voice mail. Instances are both random and from business who suffered recent business email compromises.
- Purchased secure certificates (website SSL) for UWCD and Operations VPN services. This will increase security posture for remotely connecting tablets and personal computers.
- Provided documentation of current IT system configurations to UWCD External Audit Team for review.
- Completed renewal software licensing contracts for E-Document and E-Signing products in use at the District.

#### IT Meetings and Events:

- MS-ISAC (Multi-State Information Sharing & Analysis Center) monthly membership call
- EI/MS-ISAC (Electrical and Multi-State Information Sharing & Analysis Center) Monthly Membership call
- FBI Cyberwatch Virtual meeting with energy and water sectors
- Cal-CSIC's monthly Threat Brief cyber security call
- Network design discussions with consultants for PTP radio and PTP monitoring projects.
- Deployment of the GM's FirstNet Apple iPad Pro tablet.
- Various cybersecurity/network security webinars and product demonstrations.

#### Technology Systems Customer Service Metrics:

- During the month of June 2021, 18 new service request tickets were added to the ticketing system; 27 requests are in progress or pending technician review; and 10 requests were resolved and closed.

Monthly ticket type overview - 2021

Type	Jan	Feb	Mar	Apr	May	Jun
Alerts and Advisories	0	2	2	1	0	1
Fix a Account Problem   Password Reset	0	0	0	1	2	0
IT Projects and Change Management	0	3	3	0	0	3
IT Purchase Request	6	5	0	0	1	0
IT Services and Support	10	13	15	2	28	14
Network   Port patching	0	1	0	0	0	0
New employee	0	2	2	3	1	0
<b>Total</b>	<b>16</b>	<b>26</b>	<b>22</b>	<b>7</b>	<b>32</b>	<b>18</b>

State by Ticket Type

	Open	In Progress	Awaiting Reply	Pending 3rd party	Waiting for approval	Total
IT Projects and Change Management	3	5	0	0	0	8
IT Purchase Request	0	0	0	0	3	3
IT Services and Support	8	5	3	0	0	16
<b>Total</b>	<b>11</b>	<b>10</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>27</b>