



INFORMATION ITEM

May 11, 2022

TO: Administration & Finance Committee
(K. Seckel (Chair), J. Thomas, L. Dick)

FROM: Robert J. Hunter, General Manager

Staff Contact: Steven Hung

SUBJECT: Finance and IT Pending Items Report

SUMMARY

The following list details the status of special projects that are in-progress or to be completed during FY 2021-22.

Finance

Description	% of Completion	Estimated Completion date	Status
Further Implementation of WUE Landscape Programs Databases and Web Site.	On-going	On-going	In Progress
2022 W-9 collection for conservation rebates. Currently holding 3 rebate checks awaiting a W-9 form.	On-going	On-going	On-going
Government Compensation in California FY 2020-21	100%	04-11-2022	Completed
Preparation of documents for FY 2022-23 budget process.	100%	04-30-2022	Completed
RFP for new Annual Financial Statement Auditors	100%	04-20-2022	Completed
Prepare RFP for new Financial Consultant	25%	06-30-2022	In Progress

Information Technology

Description	% of Completion	Estimated Completion date	Status
Network security issues (hackers, viruses and spam emails)	On-going	On-going	Continuous system monitoring
Batteries replacement for UPS	10%	06-30-2022	In Progress
Replace End-Of-Life Cisco Voice Gateway router (hardware and software)	30%	3-30-2022	In Progress
Upgrade backbone Gigabit network switch (hardware)	30%	3-30-2022	In Progress
Software and hardware upgrade for Hyper-V Virtual Server	70%	06-30-2022	In Progress
Exchange E-mail Online Migration for the District	100%	03-31-2022	Completed
Critical Security Controls Review by Tevora	100%	03-31-2022	Completed

FY 2021-22 Completed Special Tasks

Description	% of Completion	Completion date	Status
<u>Finance</u>			
Preparation of documents for FY2021-22 revised budget.	100%	10-31-2021	Completed
Annual audit of our financial statements. Final audit week of Sept 13 th .	100%	11-04-2021	Completed
Prepare Annual Financials	100%	11-02-2021	Completed
State Controller Report preparation FY 2020-21	100%	03-17-2022	Completed
<u>Information Technology</u>			
Upgrade 2 IT laptops for check-out	100%	12-31-2021	Completed
Upgrade Conference room 101 and 102 with new Audio/Video equipment.	100%	10-31-2021	Completed
Replace 10 computers and monitors for Staff	100%	12-31-2021	Completed