



Memo

To: Board of Directors
From: Alan E. Clanin, General Manager
Date: March 14, 2018
Subject: Project Update

1. Vertical Wells –

Electra Drive – The District is awaiting sample results before proceeding with further construction.

2. Billing System Software Upgrade –

District Staff is working with an outside contractor to configure the legacy software files to the Tyler Incode file format. The District has upgraded the existing Comet software to facilitate a quicker, more accurate conversion to the new Tyler Incode file format.

3. Computer System / IT Onboarding –

The District was informed by California Computer Options (CCO) that daily back-ups of the Master Billing and Financial Software (Comet) server have not occurred in over three years. Staff immediately proceeded with having CCO back-up the Comet server to the new Incode server and arranged to have a new back-up media storage device installed.

4. Internet and Phone Systems –

District staff is researching upgrades to the aging phone system and internet connection. Faster internet will allow for off-site data back-up.

5. Hazard Mitigation Plan –

The Hazard Mitigation Plan has been revised by District Staff. The State of California Hazard Mitigation Office and the Federal Emergency Management Agency has been contacted to provide approval or direction.

6. Upgrade District Lighting –

District Staff has been replacing old and burned out florescent lighting with new energy efficient led bulbs. This should reduce maintenance and energy cost, as well as reducing the District carbon footprint.