

AGENDA
IRVINE RANCH WATER DISTRICT
FINANCE AND PERSONNEL COMMITTEE MEETING
TUESDAY, AUGUST 7, 2018

CALL TO ORDER 11:30 a.m., Committee Room, Second Floor, District Office
15600 Sand Canyon Avenue, Irvine, California

ATTENDANCE Committee Chair: Peer Swan _____ Member: Doug Reinhart _____

<u>ALSO PRESENT</u>	Paul Cook	_____	Cheryl Clary	_____
	Rob Jacobson	_____	Christopher Smithson	_____
	Tanja Fournier	_____	Eileen Lin	_____
	Kevin Burton	_____	Jennifer Davis	_____
	Jenny Roney	_____	Tony Mossbarger	_____
	Paul Weghorst	_____	_____	_____
	Allen Shinbashi	_____	_____	_____

COMMUNICATIONS

1. Notes: Clary
2. Public Comments
3. Determine the need to discuss and/or take action on item(s) introduced, which came to the attention of the District subsequent to the agenda being posted.
4. Determine which items may be approved without discussion.

INFORMATION

5. EMPLOYEE POPULATION AND TURNOVER STATUS REPORT – SRADER / RONEY

Recommendation: Receive and file.

6. MONTHLY INVESTMENT AND DEBT REVIEW – DAVIS / FOURNIER / JACOBSON / CLARY

Recommendation: Receive and file.

7. EXPENSES AND FEES OF BOARD MEMBERS AND GENERAL MANAGER PAID FOR FISCAL YEAR 2017-18 – PULLES / CLARY

Recommendation: Receive and file.

8. FISCAL YEAR 2017-18 LEGAL FEES ANALYSIS – TOBAR / CLARY

Recommendation: Receive and file.

9. REAL ESTATE QUARTERLY PERFORMANCE – DAVIS / FOURNIER / JACOBSON / CLARY

Recommendation: Receive and file.

INFORMATION – Continued

10. QUARTERLY RISK MANAGEMENT REPORTING – KANOFF / SHINBASHI / JACOBSON / CLARY

Recommendation: Receive and file.

11. INFORMATION SERVICES PROJECT STATUS REPORT – MOSSBARGER / CLARY

Recommendation: Receive and file.

12. NETWORK SECURITY ASSESSMENT – MOSSBARGER / CLARY

Recommendation: Receive and file.

13. EXECUTIVE DIRECTORS’ AND DEPARTMENT DIRECTORS’ EXPENSES PAID JULY 2017 THROUGH JUNE 2018 – PULLES / CLARY

Recommendation: Receive and file.

ACTION

14. ENTERPRISE SERVER AND STORAGE REPLACEMENT – MOSSBARGER / CLARY

Recommendation: That the Board approve a general plant expenditure of \$303,000 with Sirius Computer Solutions to purchase and implement the enterprise server and storage replacement equipment.

OTHER BUSINESS

15. Directors’ Comments

16. CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL — EXISTING LITIGATION - Pursuant to Government Code Section 54956.9(d)(1):

- *Victoria Gleason v. County of Orange, et al*, Case No.: 30-2018-00977432
- *Pearse v. Pelican Heights Homeowners Association (HOA), et al*, Case No.: 30-2017-00963297
- *Bejac Corporation v. Abajian Enterprise (Socal Removal) et al*, Case No.: 30-2017-00955508-CL-CL-CJC

OTHER BUSINESS – Continued

- *Eureka Realty Partners, Inc. d/b/a/ Craig Realty Group, Craig Realty Group-MacArthur, LLC, Eureka Food Enterprises, LLC and CJK Investments, LLC v. American Guarantee & Liability Insurance Company, Irvine Ranch Water District, Case No.: 30-2017-00916076-CU-PO-CJC*
- *Williams v. IRWD, Metropolitan Water District, Case No.: 30-2012-00616648-CU-PL-CXC*
- *National Union Fire Ins. Co. of Pittsburgh, PA, et al, v. J-M Manufacturing Co., Inc. and Formosa Plastics Corp., USA, Case No.: BC444309*

CONFERENCE WITH LEGAL COUNSEL — ANTICIPATED LITIGATION - Pursuant to Government Code Section 54956.9(d)(2): significant exposure to litigation (*one potential case; BKK Working Group notification to IRWD of potential liability, claim and/or litigation on file with the District.*)

17. Adjournment

Availability of agenda materials: Agenda exhibits and other writings that are disclosable public records distributed to all or a majority of the members of the above-named Committee in connection with a matter subject to discussion or consideration at an open meeting of the Committee are available for public inspection in the District's office, 15600 Sand Canyon Avenue, Irvine, California ("District Office"). If such writings are distributed to members of the Committee less than 72 hours prior to the meeting, they will be available from the District Secretary of the District Office at the same time as they are distributed to Committee Members, except that if such writings are distributed one hour prior to, or during, the meeting, they will be available at the entrance of the meeting room at the District Office. The Irvine Ranch Water District Committee Room is wheelchair accessible. If you require any special disability-related accommodations (e.g., access to an amplified sound system, etc.), please contact the District Secretary at (949) 453-5300 during business hours at least seventy-two (72) hours prior to the scheduled meeting. This agenda can be obtained in an alternative format upon written request to the District Secretary at least seventy-two (72) hours prior to the scheduled meeting.

August 7, 2018

Prepared by: L. Srader

Submitted by: J. Roney

Approved by: Paul A. Cook 

FINANCE AND PERSONNEL COMMITTEE

EMPLOYEE POPULATION AND TURNOVER STATUS REPORT

SUMMARY:

Staff has prepared various population and turnover reports for the Committee to review.

BACKGROUND:

The information attached as Exhibit "A" is a status report submitted monthly to the Committee for review.

FISCAL IMPACTS:

None.

ENVIRONMENTAL COMPLIANCE:

This item is not a project as defined in the California Environmental Quality Act (CEQA), Code of Regulations, Title 14, Chapter 3, Section 15378.

RECOMMENDATION:

Receive and file.

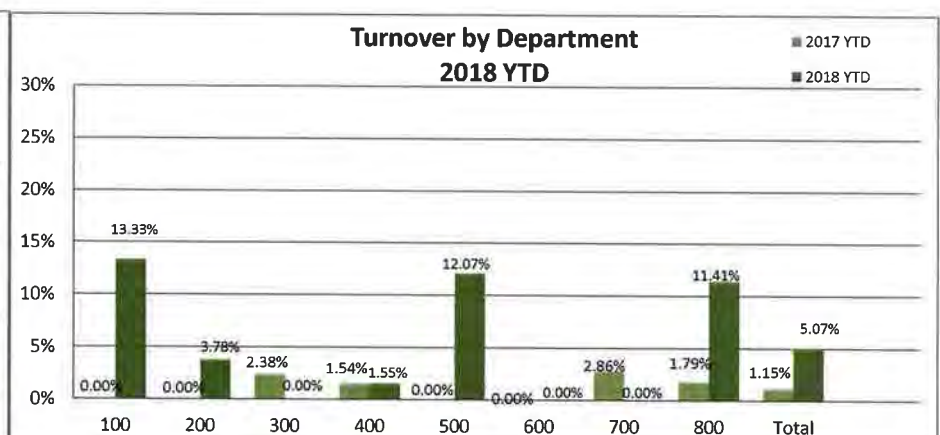
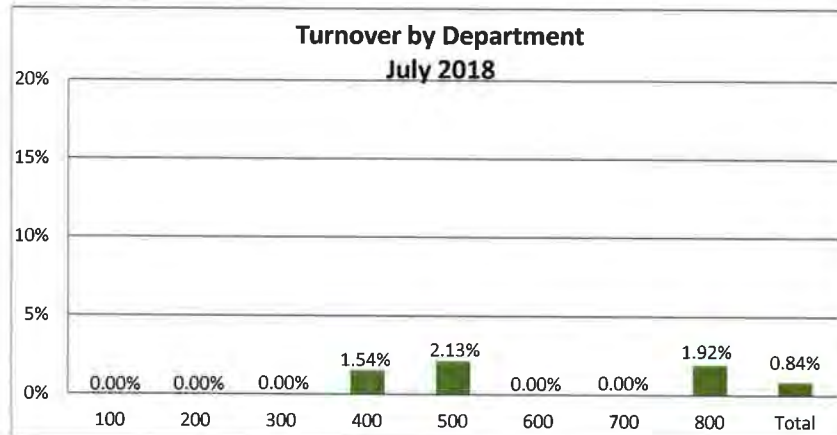
LISTS OF EXHIBITS:

Exhibit "A" – Employee Population/Turnover Status Report

EXHIBIT A

IRVINE RANCH WATER DISTRICT EMPLOYEE POPULATION STATUS REPORT July 2018

	@07/01/18	Current Month Activity							@07/31/18		FY 18/19	Avg FYTD	Avg FYTD	Avg FYTD	Internal Turnover		External Turnover	
Dept No	Positions Filled	New Hires	Terms		Promo Trnsfr		Lateral Trnsfr		Positions Filled	Positions Unfilled	Budgeted Positions*	Filled Budget Positions	Temp Emp FTE	Total Filled Positions	Current Period	2018 YTD	Current Period	2018 YTD
			Vol	Invol	In	Out	In	Out										
100	14.0	2							16.0	0	16.0	14.0	0.0	14.0	0.00%	0.00%	0.00%	13.33%
200	79.0							2	77.0	7	84.0	79.0	9.0	88.0	0.00%	0.00%	0.00%	3.78%
300	43.0								43.0	1	44.0	43.0	3.8	46.8	0.00%	0.00%	0.00%	0.00%
400	65.0	3	1						67.0	7	74.0	65.0	5.8	70.8	0.00%	0.00%	1.54%	1.55%
500	47.0	3	1						49.0	7	56.0	47.0	4.1	51.1	0.00%	0.00%	2.13%	12.07%
600	20.0								20.0	0	20.0	20.0	1.7	21.7	0.00%	0.00%	0.00%	0.00%
700	37.0						2		39.0	0	39.0	37.0	3.3	40.3	0.00%	0.00%	0.00%	0.00%
800	52.0	1	1						52.0	8	60.0	52.0	0.3	52.3	0.00%	0.00%	1.92%	11.41%
Totals	357	9	3	0	0	0	2	2	363.0	30	393.0	357.0	28.0	385.0	0.00%	0.00%	0.84%	5.07%
7/17	347	3	4	0	0	0	0	0	346	32	378.00	338.40	23.27	361.7	0.00%	0.30%	1.15%	3.86%

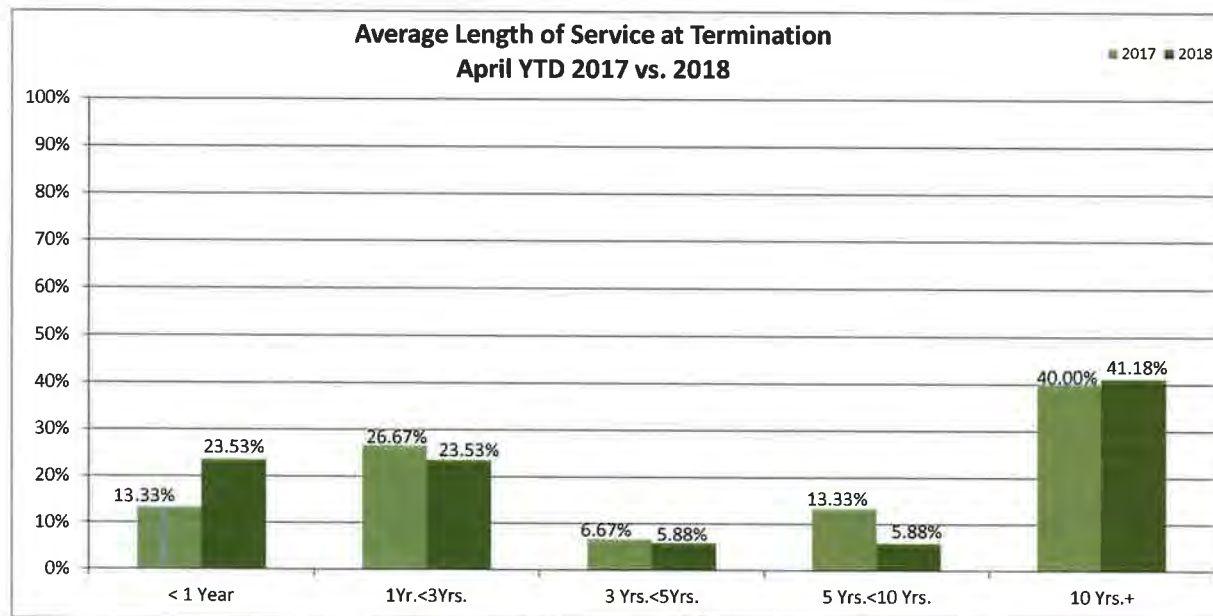


100-GM, HR, Safety; 200-Fin., Cust. Serv., IS, Purch.; 300-Eng.; 400-Water Ops; 500-Recycling; 600-Water Quality; 700-Water Res., Pol., Conserv. and Public Affairs; 80-Adm. & Maintenance Ops
*Compares prior year with current year

**IRVINE RANCH WATER DISTRICT
TURNOVER LONGEVITY RATIO
July 2018**

Dept.	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	YTD Turnover Longevity Ratio				
														< 1 Year	1Yr.<3Yrs.	3 Yrs.<5Yrs.	5 Yrs.<10 Yrs.	10 Yrs.+
100			1			1							2		1			1
200		1	1			1							3	1	1			1
300													0					
400						1	1						2					2
500			1		1	3	1						6	2	1			3
600													0					
700													0					
800	1	1		1			1						4	1	1	1	1	
2018 Total	1	2	3	1	1	6	3	0	0	0	0	0	17	4	4	1	1	7
2017 Data	1	2	0	2	3	4	4	1	4	2	2	3	28					
Percentage of Total Turnover														23.53%	23.53%	5.88%	5.88%	41.18%

2018 Average YTD Length of Service at Termination	12.64 Years
2017 Average YTD Length of Service at Termination	14.35 Years
2016 Average YTD Length of Service at Termination	12.43 Years
2015 Average YTD Length of Service at Termination	12.27 Years
2014 Average YTD Length of Service at Termination	19.07 Years



**IRVINE RANCH WATER DISTRICT
EMPLOYEE POPULATION STATUS REPORT
July 2018**

NEW HIRES					
Hire	Dept	Employee Name	Position	Comments	
07/03/18	840	Jason Monday	Maintenance Mechanic		
07/03/18	425	Miguel Ramirez	Water Maintenance Technician I		
07/23/18	140	Grace Montejano	Sr. Human Resources Analyst		
07/24/18	425	Elias Rios	Water Maintenance Technician I		
07/30/18	130	Andrew Kwon	Safety Specialist		
07/24/18	550	Dennis Mitchem	Operator I		
07/16/18	425	Eric Krebs	Water Maintenance Technician I		
07/23/18	550	Matthew Allen	Operator II		
07/24/18	570	Dave'on Barner	Collections Systems Technician I		

TERMINATIONS					
Termination Date	Dept	Employee Name	Position	Reason	Comments
07/12/18	550			Vol	
07/12/18	820			Vol	

RETIREMENTS					
Effective Date	Departing Dept	Employee Name	Position	Reason	Comments
07/05/18	420	Matt Velardes	Cross Connection Supervisor	Ret	

PROMOTIONS					
Effective Date	Departing Dept	Employee Name	Departing Position	New Dept	New Position
07/28/18	850	Damien McBride	Facilities Services Technician	850	Sr. Facilities Services Technician
07/28/18	820	Michael Borowski	Instrumentation Technician	820	Sr. Electrical Technician

TRANSFERS					
Effective Date	Departing Dept	Employee Name	Departing Position	New Dept	New Position
07/01/18	220	Andrew Brown	Customer Service	750	Water Efficiency Field Technician
07/01/18	220	Craig Irely	Customer Service	750	Sr. Water Efficiency Field Technician

CROSS TRAINING					
Effective Date	Departing Dept	Employee Name	Departing Position	New Dept	New Position
12/30/17	550	Rafael Vazquez	Operator II	420	Operator II
06/16/18	420	Michael Chandler	Operator III	300	Construction Inspection

**IRVINE RANCH WATER DISTRICT
EMPLOYEE POPULATION STATUS REPORT
July 2018**

UNFILLED POSITIONS			
Dept	Position	Salary Grade	Comments
210	Financial Analyst	U11.E	Recruiting
220	Sr. Customer Service Field Technician	21.N	
220	Customer Service Field Technician	14.N	
240	Material Control Clerk I	11.N	Recruiting Offer Pending
250	Sr. Applications Analyst	U18.E	
250	User Support Manager	U18.E	
250	Network Administrator	U32.N	Interviews scheduled for 7/10/18 Recruiting
300	Construction Inspection Supervisor	S34.N	
420	Cross Connection Control Supervisor	S31.N	
425	Water Maintenance Technician III	26.N	Second interviews scheduled Reference check in progress
430	Water Maintenance Technician I	16.N	
430	Water Maintenance Technician I	16.N	
430	Water Maintenance Technician I	16.N	Recruiting
430	Water Maintenance Technician I	16.N	
430	Water Maintenance Technician I	16.N	
515	Wetlands Specialist	24.N	Recruiting
550	Operator II (MWRP)	27.N	
550	Operator II (MWRP)	27.N	
550	Process Specialist	32.N	Recruiting
550	Operator III (MWRP)	29.N	
550	Operator III (MWRP)	29.N	
590	Operator II (LAWRP)	27.N	Start date pending
805	Executive Director of Operations	U30.E	
820	Instrumentation Technician	28.N	
820	Electrical Technician	28.N	Recruiting
830	Asset Systems Analyst	10.E	
840	Sr. Maintenance Mechanic	27.N	
850	Facilities Services Technician	22.N	
850	Facilities Services Technician	22.N	
870	Sr. Vehicle/Equipment Technician	27.N	

**IRVINE RANCH WATER DISTRICT
EMPLOYEE POPULATION STATUS REPORT
July 2018**

LEAVE OF ABSENCE						
Type of Leave	Pay Status	Date Leave Began	Anticipated Return Date	Current Length	Comments	
FMLA/CFRA	SDI	5/10/2018	9/4/2018	11 weeks		
FMLA/CFRA	SDI	5/15/2018	9/24/2018	10 weeks		
WC	WC	6/27/2018	7/30/2018	4 weeks		
FMLA/CFRA	SDI	1/12/2018	8/6/2018	6 months		
FMLA/CFRA	SDI	7/16/8/8/18	8/8/2018	2 week		
FMLA/CFRA	SDI	7/23/2018	2/1/2019	1 Week		
FMLA/CFRA	SDI	6/29/2018	7/13/2018	1 Week		
FMLA/CFRA	PFL	6/27/2018	8/22/2018	4 weeks		
Leave	Status	Began	Return Date	Length	Return Date	Comments
FMLA	PFL	6/17/2016	7/5/2016	2 Weeks	07/05/16	Returned
FMLA/CFRA	SDI	6/19/2017	7/1/2017	2 Weeks	07/10/17	Returned
FMLA/CFRA	SDI	6/26/2017	7/17/2017	3 Weeks	07/10/17	Returned
WC FMLA/CFRA	WC	3/8/2017	7/19/2017	4 Months	07/19/17	Returned
FMLA/CFRA	Sick/Vac	7/10/2017	7/17/2017	1 Week	07/17/17	Returned
WC/FMLA/CFRA	WC	7/12/2017	7/20/2017	1 Week	07/20/17	Returned
WC/FMLA/CFRA	WC	6/12/2017	8/15/2017	6 Weeks	07/28/17	Returned
FMLA/CFRA	SDI	6/20/2017	8/1/2017	5 Weeks	08/01/17	Returned
FMLA/CFRA	SDI	7/11/2017	7/31/2017	3 Weeks	08/01/17	Returned
FMLA/CFRA	SDI	7/13/2017	7/29/2017	2 Weeks	08/08/17	Returned
FMLA/CFRA	PFL	7/17/2017	8/3/2017	2 Weeks	08/07/17	Returned
FMLA/CFRA	PFL	7/17/2017	8/3/2017	2 Weeks	08/07/17	Returned
FMLA/CFRA	SDI	4/3/2017	8/31/2017	4 Months	08/31/17	Returned
WC	WC	10/14/2016	9/5/2017	10 Months	09/05/17	Returned
DL/FMLA/CFRA	SDI	5/12/2017	9/5/2017	3 Months	09/05/17	Returned
FMLA/CFRA	PFL	9/7/2017	9/27/2017	3 Weeks	09/27/17	Returned
FMLA/CFRA	PFL	9/16/2017	10/16/2017	2 Weeks	10/10/17	Returned
FMLA/CFRA	SDI	9/11/2017	10/23/2017	2 Weeks	10/27/17	Returned
PDL/Personal	SDI	7/28/2017	11/7/2017	3 Months	11/06/17	Returned
WC/FMLA/CFRA	WC	10/30/2017	11/6/2017	1 Week	11/06/17	Returned
WC/FMLA/CFRA	WC	10/30/2017	11/6/2017	1 Week	11/06/17	Returned
WC/FMLA/CFRA	WC	10/30/2017	11/2/2017	1 Week	11/06/17	Returned
FMLA/CFRA	PFL	10/19/2017	11/27/2017	2 Weeks	11/27/17	Returned
FMLA/CFRA	PFL	11/11/2017	12/5/2017	3 Weeks	11/28/17	Returned
FMLA/CFRA	SDI	8/14/2017	12/6/2017	2 Month	12/06/17	Returned
FMLA/CFRA	SDI	12/5/2017	12/27/2017	3 Weeks	12/18/17	Returned
FMLA/CFRA	SDI	12/1/2017	12/17/2017	2 Weeks	12/18/17	Returned
FMLA/CFRA	PFL	12/16/2017	1/2/2018	2 Weeks	01/02/18	Returned
FMLA/CFRA	Sick	12/29/2017	1/8/2018	1 Week	01/08/18	Returned
FMLA/CFRA	SDI	12/28/2017	1/15/2018	3 Weeks	01/15/18	Returned
FMLA/CFRA	SDI	6/8/2017	1/10/2018	4 Months	02/01/18	Returned
FMLA/CFRA	SDI	12/25/2017	1/29/2018	5 Weeks	01/29/18	Returned
FMLA/CFRA	PFL	1/23/2018	2/9/2018	1 Week	02/08/18	Returned
FMLA/CFRA	PFL	2/6/2018	2/19/2018	2 Weeks	02/20/18	Returned
Leave	Sick/Vac	2/16/2018	3/1/2018	2 Weeks	03/02/18	Returned

**IRVINE RANCH WATER DISTRICT
EMPLOYEE POPULATION STATUS REPORT
July 2018**

LEAVE OF ABSENCE						
Type of Leave	Pay Status	Date Leave Began	Anticipated Return Date	Current Length	Comments	
WC/FMLA/CFRA	WC	8/14/2017	1/19/2018	6 Months	03/05/18	Returned
FMLA/CFRA	PFL	1/23/2018	3/6/2018	1 Month	03/07/18	Returned
FMLA/CFRA	PFL	2/17/2018	3/19/2018	1 Week	03/12/18	Returned
FMLA/CFRA	PFL	2/27/2018	3/12/2018	2 Weeks	03/12/18	Returned
FMLA/CFRA	SDI	2/20/2018	4/1/2018	1.5 Weeks	03/13/18	Returned
FMLA/CFRA	PFL	2/2/2018	3/19/2018	1 Month	03/19/18	Returned
FMLA/CFRA	PFL	2/26/2018	3/15/2018	2 Weeks	03/19/18	Returned
WC/FMLA/CFRA	WC	3/8/2018	3/19/2018	3 Weeks	03/20/18	Returned
WC/FMLA/CFRA	WC	1/10/2018	6/10/2018	3 Months	04/10/18	Returned
Leave	Vac/PH	2/23/2018	3/23/2018	1 Month	04/02/18	Returned
FMLA/CFRA	PFL	4/8/2018	4/9/2018	1 Week	04/09/18	Returned
FMLA/CFRA	PFL	2/27/2018	4/11/2018	7 Weeks	04/11/18	Returned
FMLA/CFRA	SDI	3/23/2018	4/6/2018	1 Week	04/09/18	Returned
FMLA/CFRA	PFL	3/16/2018	5/7/2018	1.5 Months	05/07/18	Returned
FMA/CFRA	PFL	4/3/2018	5/16/2018	1 Month	05/16/18	Returned
FMA/CFRA	SDI	4/26/2018	5/7/2018	1 week	05/07/18	Returned
FMA/CFRA	PFL	4/17/2018	5/15/2018	1 month	05/15/18	Returned
FMLA/CFRA	PFL	5/11/2018	5/21/2018	2 weeks	05/21/18	Returned
FMLA/CFRA	PFL	5/14/2018	5/24/2018	10 days	05/24/18	Returned
FMLA/CFRA	SDI	4/10/2018	5/17/2018	2 Month	05/28/18	Returned

**IRVINE RANCH WATER DISTRICT
EMPLOYEE POPULATION STATUS REPORT
July 2018**

Month	Dept	Length of Employment	Termination		Comments
			Vol	Invol	
January	820	5 Years, 8 Months	X		Other employment
February	805	4 Years, 10 Months	X		Other employment
	220	1 Year, 11 Months	X		Other employment
March	210	36 Years, 5 Months	X		Retired
	130	2 Years, 7 Months	X		Other employment
	590	24 Years, 1 Month	X		Retired
April	840	1 Month	X		Other employment
May	590	22 years, 1 month	X		Retired
	550	1 year, 3 months	X		Other employment
June	850	28 years, 5 months	X		Retired
	250	7 months		X	Probation Rejection
	590	23 years, 10 months	X		Retired
	140	23 years	X		Retired
	550	11 months	X		Other employment
July	550	11 months	X		Other employment
	820	1 year, 7 months	X		Other employment
	420	37 years, 6 months	X		Retired

**IRVINE RANCH WATER DISTRICT
SUMMARY
AGENCY & DISTRICT TEMPORARY EMPLOYEES**

June 2018*

ACTIVE

Current Month FTE	FYTD Ave Hours Worked FTE	PERS Enrollment	Agency	Dept	Hire Date	Term Date	Hourly Rate	Est Hours per Month	Est Cost Per Month	Expected Duration (Months)	Actual Worked (Months)	Projected Cost FY' YTD	Actual Cost FY 'YTD
0.00	0.00	No		140	4/16/2018		45.90	84	3,855.60	8	1	3,855.60	0.00
0.00	0.00			100									
0.83	0.84	Yes		210	6/5/2017		30.00	168	5,040.00	12	12	60,480.00	52,582.35
0.21	0.12	No	X	210	11/30/2017		48.05	168	8,072.40	7	8	64,579.20	12,429.09
1.00	0.94	Yes		220	7/17/2017		35.22	168	5,916.96	12	12	71,003.52	71,606.66
0.99	0.47	No	X	220	1/22/2018		31.00	168	5,208.00	5	5	26,040.00	30,810.13
0.94	0.60	No	X	220	10/2/2017		31.00	168	5,208.00	9	10	52,080.00	39,505.63
0.87	0.38	No	X	220	2/5/2018	7/17/2018	25.97	168	4,362.96	5	5	21,814.80	20,607.07
0.83	0.39	No	X	220	2/5/2018		25.97	168	4,362.96	5	5	21,814.80	21,273.97
0.35	0.88	YES		240	6/5/2017		26.01	168	4,369.68	12	12	52,436.16	48,040.47
0.45	0.29	No	X	240	2/20/2018	6/15/2018	26.01	168	4,369.68	5	3.25	14,201.46	15,931.13
0.78	0.26	No	X	240	3/12/2018		26.01	168	4,369.68	4	4	17,478.72	14,650.13
0.82	0.72	EXC		250	2/17/2017		14.00	84	1,176.00	12	12	14,112.00	20,888.00
8.06	5.89			200									
0.87	0.82	Yes		300	6/20/2015		24.23	168	4,070.64	12	12	48,847.68	41,287.92
0.00	0.51	EXC		300	5/23/2016	6/1/2018	15.00	84	1,260.00	12	12	15,120.00	15,825.00
0.85	0.73	Yes		300	6/20/2016		15.00	84	1,260.00	12	12	15,120.00	22,882.50
0.00	0.39	EXC		300	6/26/2017	6/8/2018	15.00	84	1,260.00	12	12	15,120.00	12,240.00
0.25	0.38	EXC		300	6/26/2017	6/27/2018	15.00	84	1,260.00	12	12	15,120.00	11,721.00
0.86	0.28	No	X	300	3/8/2018		38.44	168	6,457.92	4	4	25,831.68	22,641.16
0.88	0.28	No	X	300	3/19/2018		35.31	168	5,932.08	4	4	23,728.32	20,197.32
0.62	0.05	EXC		300	6/16/2018		17.00	84	1,428.00	12	1	1,428.00	1,819.00
0.00	0.00	EXC		300	6/16/2018		17.00	84	1,428.00	12	1	1,428.00	0.00
0.00	0.00	EXC		300	6/16/2018		17.00	84	1,428.00	12	1	1,428.00	0.00
0.00	0.00	EXC		300	6/16/2018		17.00	84	1,428.00	12	1	1,428.00	0.00
3.70	3.39			300									
0.92	0.53	No	X	425	11/28/2017		30.82	168	5,177.76	7.25	7	36,244.32	35,088.57
0.78	0.47	No	X	425	11/28/2017		30.82	168	5,177.76	7.25	7	36,244.32	30,719.84
0.87	0.47	No	X	425	12/7/2017		30.82	168	5,177.76	7	7	36,244.32	30,550.33
0.92	0.32	No	X	425	3/8/2018		31.18	168	5,238.24	4	4	20,952.96	20,867.22
0.92	0.28	No	X	425	3/20/2018		31.18	168	5,238.24	4	4	20,952.96	18,084.40
0.69	0.73	Yes		430	8/1/2017		23.00	168	3,864.00	12	8	30,912.00	35,431.50
0.85	0.89	Yes		430	5/2/2017		26.65	168	4,477.20	12	11	49,249.20	50,421.80
0.78	0.36	No	X	430	2/13/2018		31.18	168	5,238.24	7	5	26,191.20	24,141.12
0.74	0.34	No	X	430	2/13/2018		31.18	168	5,238.24	7	5	26,191.20	22,168.98
7.47	4.39			400									
0.00	0.63	Yes		515	6/20/2016	6/7/2018	27.02	84	2,269.68	12	12	27,236.16	35,450.24
0.88	0.87	Yes		515	6/27/2016		27.02	84	2,269.68	12	12	27,236.16	48,973.75
0.86	0.89	Yes		515	1/19/2017	7/13/2018	34.65	168	5,821.20	12	12	69,854.40	63,790.65
0.55	0.53	EXC		515	7/24/2017		15.00	84	1,260.00	12	12	15,120.00	16,507.50
0.88	0.57	EXC		515	7/24/2017		15.00	84	1,260.00	12	12	15,120.00	17,827.50
0.66	0.12	No	X	570	3/19/2018		30.29	168	5,088.72	11	5	25,443.60	17,288.02
3.83	3.61			500									
0.63	0.40	EXC		600	6/19/2017	6/8/2018	17.00	84	1,428.00	12	12	17,136.00	14,042.85
0.44	0.40	EXC		600	6/26/2017		15.00	84	1,260.00	12	12	15,120.00	12,487.50
0.78	0.38	EXC		600	7/8/2017		17.00	84	1,428.00	12	12	17,136.00	13,379.00
0.95	0.49	No	X	600	11/27/2017		31.50	168	5,292.00	7	7	37,044.00	32,373.97
2.81	1.66			600									
0.87	0.11	Yes		750	5/7/2018		27.02	168	4,539.36	2	2	9,078.72	6,241.62
0.60	0.37	Yes		730	8/13/2015		19.80	84	1,663.20	12	12	19,958.40	15,295.50
0.63	0.39	Yes		730	8/13/2015		19.00	84	1,596.00	12	12	19,152.00	15,551.50
0.63	0.12	No	X	730	4/30/2018		19.99	84	1,679.16	3	3	5,037.48	4,937.53
0.85	0.76	EXC		750	7/10/2017		16.00	84	1,344.00	12	12	16,128.00	25,336.00
0.89	0.88	Yes		750	7/18/2017		27.02	168	4,539.36	12	12	54,472.32	50,115.35
0.00	0.40	No	X	740	2/5/2018		29.75	168	4,998.00	7	6	29,988.00	24,692.50
3.60	2.52			700									
0.90	0.34	No	X	850	2/28/2018		36.48	168	6,128.64	4	4	24,514.56	25,754.88
0.90	0.34			800									
30.37	21.80												

**IRVINE RANCH WATER DISTRICT
SUMMARY
AGENCY & DISTRICT TEMPORARY EMPLOYEES
June 2018***

TERMINATED

Current Month FTE	Avg FYTD Temp Emp FTE	Active PERS Y/N *	Agency	Dept	Hire Date	Term Date	Hourly Rate	Est Hours per Month	Est Cost Per Month	Expected Duration (Months)	Actual Worked (Months)	Projected Cost FYTD	Actual Cost FYTD
0.00	0.00			100									
0.00	0.00	No	X	210	10/23/2017	10/26/2017	51.26	31	1,589.06	6	2	3,178.12	0.00
0.41	0.25	Yes		220	3/3/2014	10/21/2017	20.84	168	3,501.12	7	4	14,004.48	11,118.14
0.41	0.28	Yes		220	5/11/2015	10/21/2017	28.95	168	4,863.60	7	4	19,454.40	18,064.80
0.63	0.44	No	X	220	3/13/2017	12/18/2017	25.97	168	4,362.96	12	6	26,177.76	23,916.03
0.70	0.50	No	X	220	5/30/2017	12/26/2017	19.99	168	3,358.32	6	6	20,149.92	21,629.18
0.38	0.47	No	X	220	7/17/2017	1/11/2018	31.00	168	5,208.00	12	7.5	39,060.00	30,372.25
0.00	0.00	No	X	240	6/5/2017	7/28/2017	26.01	168	4,369.68	6	2	8,739.36	0.00
0.28	0.58	No	X	240	5/31/2017	2/12/2018	26.01	168	4,369.68	12	8	34,957.44	32,057.33
0.48	0.63	EXC		250	2/13/2017	4/27/2018	14.00	168	2,352.00	12	11	25,872.00	16,702.00
0.00	0.00	EXC		250	9/5/2017	9/27/2017	17.00	84	1,428.00	6	2	2,856.00	0.00
0.76	1.21			200									
0.00	0.00	No	X	300	5/4/2017	8/31/2017	26.70	168	4,485.60	3	2	8,971.20	0.00
0.88	0.44	Yes		300	7/19/2017	1/30/2018	23.60	168	3,964.80	12	8	31,718.40	21,635.30
0.00	0.41	EXC		300	5/30/2017	5/18/2018	15.00	84	1,260.00	12	12	15,120.00	12,840.00
0.00	0.00			300									
0.00	0.00	No	X	425	6/6/2017	7/7/2017	30.65	168	5,149.20	1	2	10,298.40	0.00
0.00	0.30	No	X	425	6/6/2017	1/2/2018	30.65	168	5,149.20	6	7	36,044.40	19,478.08
0.63	0.05	No	X	430	4/5/2017	7/20/2017	20.00	168	3,360.00	1	2	6,720.00	2,190.00
0.00	0.00	Yes		430	10/26/2015	8/24/2017	19.14	168	3,215.52	1	2	6,431.04	0.00
0.58	0.56	Yes		430	8/22/2016	2/20/2018	29.45	168	4,947.60	12	8	39,580.80	34,522.76
0.67	0.53	No	X	430	8/8/2017	2/20/2018	29.63	168	4,977.84	12	7	34,844.88	33,448.57
0.63	0.36			400									
0.00	0.00	No	X	570	2/13/2018	3/19/2018	30.29	168	5,088.72	12	1.5	7,633.08	0.00
0.55	0.45	EXC		515	7/24/2017	5/18/2018	15.00	84	1,260.00	12	11	13,860.00	14,002.50
0.00	0.00			500									
0.00	0.00	No	X	600	5/1/2017	8/18/2017	35.00	168	5,880.00	3	2	11,760.00	0.00
0.00	0.00	No	X	600	6/27/2017	8/8/2017	31.50	168	5,292.00	1	2	10,584.00	0.00
0.00	0.00			600									
0.00	0.00	Yes		720	7/5/2016	8/12/2017	20.00	168	3,360.00	12	2	6,720.00	0.00
0.21	0.37	Yes		710	12/14/2015	1/23/2018	33.62	168	5,648.16	12	8	45,185.28	26,065.25
0.21	0.19	No	X	730	7/17/2017	4/6/2018	19.99	84	1,679.16	12	11	18,470.76	7,711.14
0.21	0.19	No	X	730	7/17/2017	4/6/2018	19.99	84	1,679.16	12	11	18,470.76	7,711.14
0.56	0.05	No	X	710	12/18/2017	1/25/2018	37.90	168	6,367.20	12	2.5	15,918.00	4,169.00
0.21	0.37			700									
0.00	0.00	No	X		8/1/2017	11/19/2017	29.45	168	4,947.60	4	5	24,738.00	0.00
0.00	0.00	No	X	850	2/28/2018	3/21/2018	50.49	168	8,482.32	6	1.25	10,602.90	0.00
0.00	0.00			800									
1.56												1,880,575.60	1,542,091.58

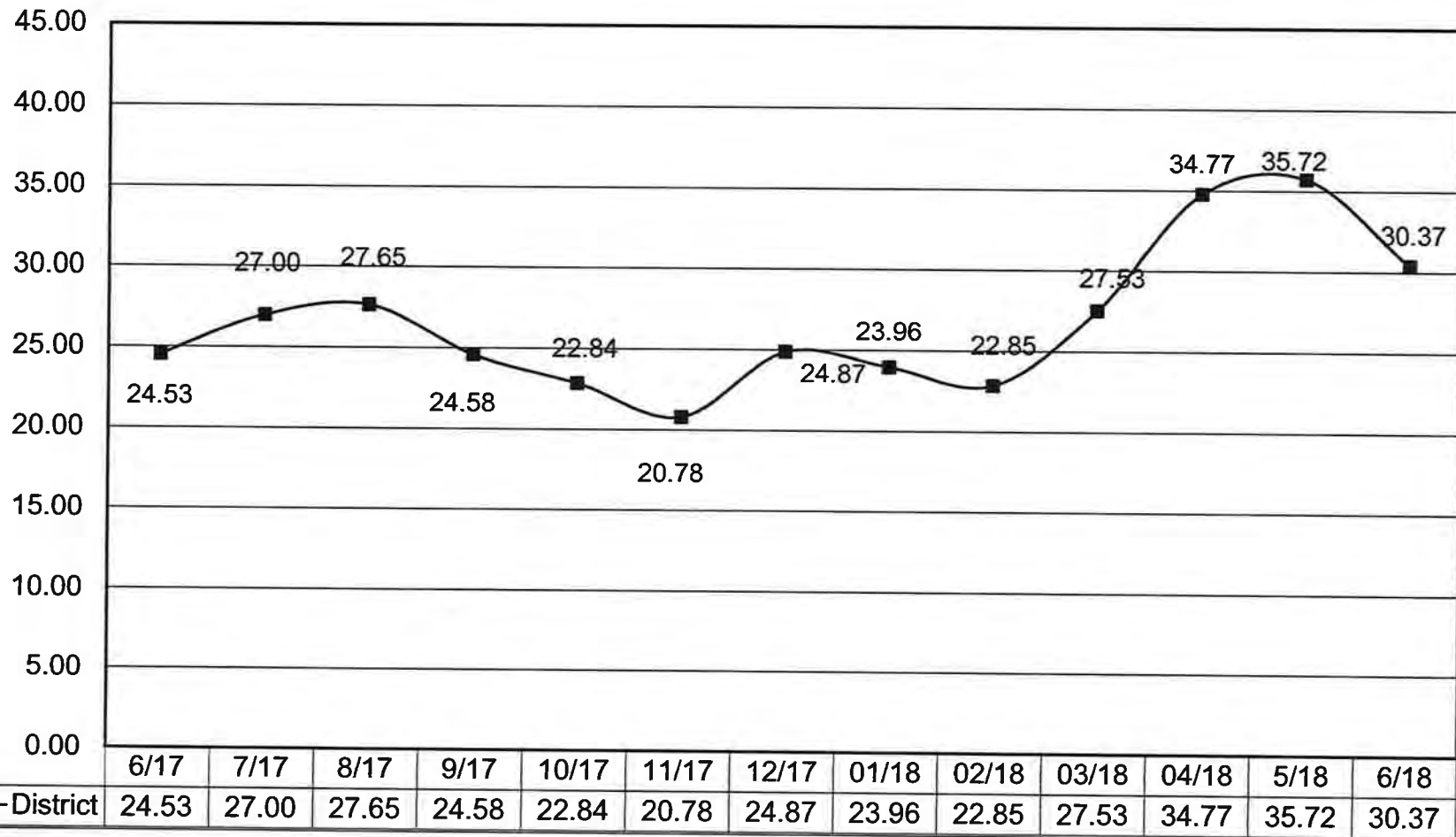
EXC = Exclude from PERS enrollment

Yes= Temporary employee enrolled in PERS Membership

No=Temporary Agency employee

*Data reported 30 days in arrears

Temporary Employees
Full Time Equivalency thru 06/31/18
District Totals



August 7, 2018

Prepared by: J. Davis / T. Fournier

Submitted by: R. Jacobson / C. Clary

Approved by: Paul A. Cook

FINANCE AND PERSONNEL COMMITTEE

MONTHLY INVESTMENT AND DEBT REVIEW

SUMMARY:

The following items are submitted for the Committee's review and consideration:

- The Investment Portfolio Summary Report as of July 26, 2018, as outlined in Exhibit "A";
- The U.S. Treasury Yield Curve as of July 26, 2018, as outlined in Exhibit "B";
- The Summary of Fixed and Variable Debt as of July 26, 2018, as outlined in Exhibit "C"; and,
- The Summary of Variable Rate Debt Rates as of July 26, 2018, as outlined in Exhibit "D".

BACKGROUND:

Investment Portfolio:

Due to the timing of the Committee meeting, the rate of return for July 2018 is not complete at this time. Preliminary calculations indicate a rate of return for the fixed income investment portfolio of 1.50%, which is a 0.09% increase from June's rate of 1.41%. Including real estate investments, the weighted average rate of return for the District's investment portfolio for July 2018 is estimated to be 3.66%, which is a 0.09% increase from June's rate of 3.57%. The increase is primarily due to a full month of higher rates on the reinvestment of \$20 million in June.

Debt Portfolio:

As of July 26, 2018, the District's weighted average all-in variable rate was 1.14%, which was a 0.29% decrease from June's rate of 1.43%. Including the District's weighted average fixed rate bond issues of 3.70% and the previous month's negative cash accruals from fixed payer interest rate swaps, which hedge a portion of the District's variable rate debt, the total average debt rate was 3.33%, which was a 0.23% decrease from June's rate of 3.56%. The decrease was due to lower interest rates on the District's variable rate debt portfolio.

FISCAL IMPACTS:

Fiscal impacts are outlined above and included in the attached exhibits.

ENVIRONMENTAL COMPLIANCE:

This item is not a project as defined in the California Environmental Quality Act Code of Regulations, Title 14, Chapter 3, Section 15378.

RECOMMENDATION:

Receive and file.

LIST OF EXHIBITS:

Exhibit "A" – Investment Portfolio Summary as of July 26, 2018

Exhibit "B" – Yield Curve as of July 26, 2018

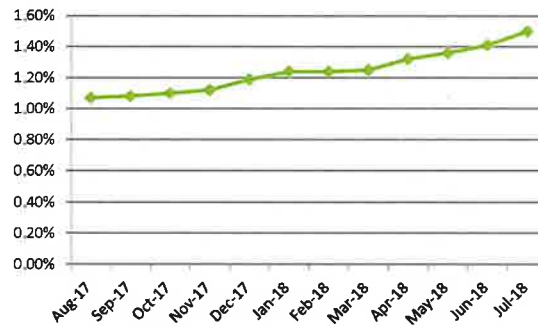
Exhibit "C" – Summary of Fixed and Variable Debt as of July 26, 2018

Exhibit "D" – Summary of Variable Rate Debt Rates as of July 26, 2018

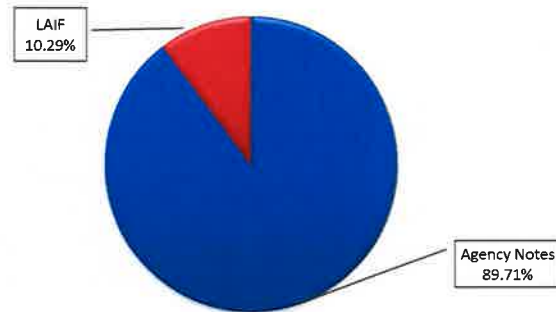
Exhibit "A"

Irvine Ranch Water District Investment Portfolio Summary July 2018

Monthly Fixed Income Yield



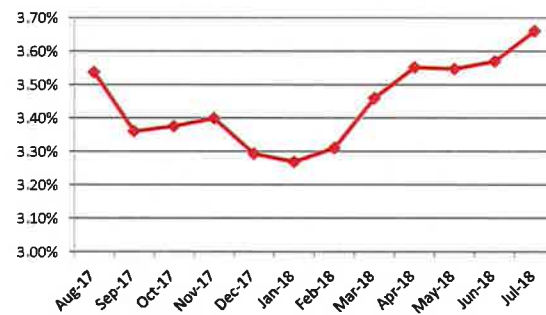
Portfolio Distribution



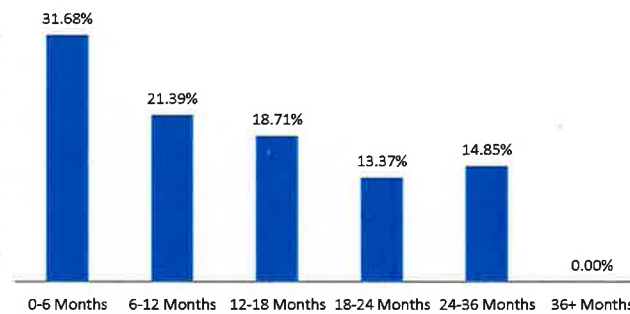
Investment Summary

Type	PAR	Book Value	Market Value
Agency Notes	335,550,000	335,232,558	332,233,813
LAIF	38,500,000	38,500,000	38,427,884
Grand Total	374,050,000	373,732,558	370,661,697

Weighted Average Return
Including Real Estate Portfolio



Maturity Distribution



Top Issuers

Issuer	PAR	% Portfolio
Fed Home Loan Bank	105,000,000	28.07%
Fed Natl Mortgage Assoc	85,550,000	22.88%
Fed Farm Credit Bank	75,000,000	20.05%
Fed Home Loan Mortgage Corp	70,000,000	18.71%
State of California Treasury - LAIF	38,500,000	10.29%
Grand Total	374,050,000	100%

IRVINE RANCH WATER DISTRICT
INVESTMENT SUMMARY REPORT

07/26/18

SETTLMT	Call Schedule	Initial Call	Maturity Date	Rating	INVESTMENT TYPE	INSTITUTION / ISSUER	PAR Amount	COUPON DISCOUNT	YIELD	ORIGINAL COST	CARRY VALUE	MARKET VALUE ⁽¹⁾ 7/26/2018	UNREALIZED ⁽²⁾ GAIN/(LOSS)
08/23/17			07/27/18		LAIF	State of California Tsy.	\$38,500,000		1.430%	\$38,500,000.00	\$38,500,000.00	38,427,884.46	(72,115.54)
09/01/16	N/A	N/A	07/27/18	Aaa/AA+/AAA	FNMA - Note	Fed Natl Mortgage Assoc	5,000,000	0.750%	0.928%	4,983,250.00	5,000,000.00	4,995,850.00	(4,150.00)
12/21/16	N/A	N/A	08/15/18	Aaa/AA+/AAA	FHLMC - Note	Fed Home Loan Mortgage Corp	5,000,000	1.000%	1.245%	4,980,000.00	4,999,534.88	4,994,100.00	(5,434.88)
09/01/16	N/A	N/A	08/28/18	Aaa/AA+/NR	FHLB - Note	Fed Home Loan Bank	5,000,000	1.000%	1.000%	5,000,000.00	5,000,000.00	4,991,900.00	(8,100.00)
09/01/16	NA	NA	09/14/18	Aaa/AA+/NR	FHLB - Note	Fed Home Loan Bank	5,000,000	1.125%	0.916%	5,021,000.00	5,001,243.61	4,990,450.00	(10,793.61)
12/28/16	NA	NA	09/14/18	Aaa/AA+/NR	FHLB - Note	Fed Home Loan Bank	5,000,000	1.125%	1.225%	4,991,500.00	4,999,401.60	4,990,450.00	(8,951.60)
10/12/16	N/A	N/A	09/27/18	Aaa/AA+/NR	FHLB - Note	Fed Home Loan Bank	10,000,000	0.900%	0.952%	9,990,000.00	9,998,923.08	9,973,300.00	(25,623.08)
10/12/16	N/A	N/A	09/28/18	Aaa/AA+/AAA	FFCB - Note	Fed Farm Credit Bank	5,000,000	0.880%	0.942%	4,994,000.00	4,999,346.37	4,986,300.00	(13,046.37)
09/01/16	NA	NA	10/01/18	Aaa/AA+/NR	FFCB - Note	Fed Farm Credit Bank	5,000,000	1.030%	0.925%	5,010,750.00	5,000,862.83	4,987,900.00	(12,962.83)
10/12/16	N/A	N/A	10/12/18	Aaa/NR/NR	FFCB - Note	Fed Farm Credit Bank	10,000,000	1.000%	1.041%	9,992,000.00	9,998,991.78	9,973,000.00	(25,991.78)
10/12/16	N/A	N/A	11/27/18	Aaa/AA+/AAA	FNMA - Note	Fed Natl Mortgage Assoc	10,000,000	1.625%	0.956%	10,140,360.00	10,024,960.93	9,980,300.00	(44,660.93)
12/21/16	N/A	N/A	12/05/18	Aaa/AA+/AAA	FFCB - Note	Fed Farm Credit Bank	5,000,000	1.100%	1.319%	4,978,900.00	5,014,778.78	4,976,650.00	(38,128.78)
09/01/16	NA	NA	12/14/18	Aaa/AA+/NR	FHLB - Note	Fed Home Loan Bank	5,000,000	1.750%	0.941%	5,091,300.00	5,007,820.62	4,989,800.00	(18,020.62)
12/27/16	NA	NA	12/14/18	Aaa/AA+/NR	FHLB - Note	Fed Home Loan Bank	5,000,000	1.750%	1.320%	5,041,536.20	4,996,276.47	4,989,800.00	(6,476.47)
09/01/16	One Time	07/30/18	01/30/19	Aaa/AA+/AAA	FHLMC - Note	Fed Home Loan Mortgage Corp	5,000,000	0.950%	1.009%	4,993,000.00	4,998,553.92	4,962,500.00	(36,053.92)
10/26/16	One Time	07/30/18	01/30/19	Aaa/AA+/AAA	FHLMC - Note	Fed Home Loan Mortgage Corp	5,000,000	0.950%	1.035%	4,990,500.00	4,997,837.77	4,962,500.00	(35,337.77)
10/26/16	One Time	07/30/18	01/30/19	Aaa/AA+/AAA	FHLMC - Note	Fed Home Loan Mortgage Corp	5,000,000	0.950%	1.040%	4,990,000.00	4,997,723.97	4,962,500.00	(35,223.97)
10/12/16	Continuous after	02/12/18	02/12/19	Aaa/AA+/NR	FHLB - Note	Fed Home Loan Bank	10,000,000	1.050%	1.093%	9,990,000.00	9,997,479.48	9,927,800.00	(69,679.48)
09/01/16	NA	NA	03/08/19	Aaa/AA+/AAA	FHLB - Note	Fed Home Loan Bank	5,000,000	1.500%	0.964%	5,066,500.00	5,015,864.38	4,974,750.00	(41,114.38)
03/21/18	NA	NA	03/21/19	Aaa/NA/NR	FHLB - Note	Fed Home Loan Bank	10,000,000	2.125%	2.125%	10,000,000.00	10,000,000.00	9,989,100.00	(10,900.00)
10/12/16	N/A	N/A	03/29/19	Aaa/AA+/AAA	FHLMC - Note	Fed Home Loan Mortgage Corp	5,000,000	1.050%	1.050%	4,999,950.00	4,999,985.52	4,955,400.00	(44,585.52)
10/12/16	N/A	N/A	04/15/19	Aaa/AA+/AAA	FHLMC - Note	Fed Home Loan Mortgage Corp	10,000,000	1.125%	0.992%	10,032,800.00	10,009,929.62	9,907,800.00	(102,129.62)
10/31/16	N/A	N/A	04/26/19	Aaa/AA+/AAA	FHLMC - Note	Fed Home Loan Mortgage Corp	5,000,000	1.050%	1.060%	4,998,750.00	4,999,629.27	4,948,350.00	(51,279.27)
09/01/16	N/A	N/A	05/28/19	Aaa/AA+/NR	FHLB - Note	Fed Home Loan Bank	5,000,000	1.030%	1.048%	4,997,550.00	4,999,264.26	4,943,900.00	(55,364.26)
04/19/18	N/A	N/A	05/30/19	Aaa/AA+/AAA	FHLMC - Note	Fed Home Loan Mortgage Corp	5,000,000	1.750%	2.252%	4,972,500.00	4,979,544.33	4,972,150.00	(7,394.33)
09/01/16	NA	NA	06/14/19	Aaa/AA+/NR	FHLB - Note	Fed Home Loan Bank	5,000,000	1.625%	0.987%	5,087,400.00	5,027,269.49	4,963,700.00	(63,569.49)
10/12/16	NA	NA	06/14/19	Aaa/AA+/NR	FHLB - Note	Fed Home Loan Bank	5,000,000	1.625%	1.103%	5,068,515.88	5,023,681.90	4,963,700.00	(59,981.90)
10/12/16	NA	NA	07/19/19	Aaa/AA+/AAA	FHLMC - Note	Fed Home Loan Mortgage Corp	5,000,000	0.875%	1.098%	4,969,652.90	4,988,822.65	4,921,000.00	(67,822.65)
09/01/16	NA	NA	07/26/19	Aaa/AA+/AAA	FNMA - Note	Fed Natl Mortgage Assoc	5,000,000	1.150%	1.180%	4,995,700.00	4,998,540.93	4,929,000.00	(69,540.93)
09/01/16	N/A	N/A	08/28/19	Aaa/AA+/AAA	FNMA - Note	Fed Natl Mortgage Assoc	5,000,000	1.150%	1.160%	4,998,500.00	4,999,461.04	4,927,050.00	(72,411.04)
09/01/16	NA	NA	08/28/19	Aaa/AA+/AAA	FNMA - Note	Fed Natl Mortgage Assoc	5,000,000	1.125%	1.132%	4,999,000.00	4,999,640.70	4,925,650.00	(73,990.70)
09/28/16	Quarterly	03/09/17	09/09/19	Aaa/AA+/AAA	FNMA - Note	Fed Natl Mortgage Assoc	5,000,000	1.125%	1.142%	4,997,500.00	4,999,057.00	4,925,000.00	(74,057.00)
04/10/18	NA	NA	09/13/19	Aaa/AA+/NR	FHLB - Note	Fed Home Loan Bank	5,000,000	2.375%	2.288%	5,006,000.00	5,004,698.66	4,997,700.00	(6,998.66)
09/28/16	Continuous after	12/27/16	09/27/19	Aaa/AA+/NR	FHLB - Note	Fed Home Loan Bank	5,000,000	1.250%	1.189%	5,001,500.00	5,000,578.61	4,928,200.00	(72,378.61)
10/12/16	Continuous after	10/03/17	10/03/19	Aaa/AA+/NR	FHLB - Note	Fed Home Loan Bank	10,000,000	1.125%	1.160%	9,989,780.00	9,995,784.01	9,838,300.00	(157,484.01)
10/12/16	Continuous after	10/11/17	10/11/19	Aaa/AA+/NR	FFCB - Note	Fed Farm Credit Bank	10,000,000	1.120%	1.205%	9,975,000.00	9,989,579.52	9,820,500.00	(169,079.52)
11/08/16	Quarterly	05/08/17	11/08/19	Aaa/AA+/NR	FNMA - Note	Fed Natl Mortgage Assoc	5,000,000	1.250%	1.245%	5,000,750.00	5,000,317.81	4,919,150.00	(81,167.81)
11/28/16	NA	NA	11/15/19	Aaa/AA+/NR	FHLB - Note	Fed Home Loan Bank	5,000,000	1.375%	1.440%	4,990,550.00	4,995,886.37	4,925,600.00	(70,286.37)
11/28/16	Quarterly	05/25/17	11/25/19	Aaa/AA+/NR	FNMA - Note	Fed Natl Mortgage Assoc	5,000,000	1.400%	1.503%	4,985,000.00	4,993,392.86	4,918,550.00	(74,842.86)
12/12/16	NA	NA	12/12/19	Aaa/AA+/NR	FFCB - Note	Fed Farm Credit Bank	5,000,000	1.450%	1.440%	5,001,450.00	5,000,658.73	4,925,300.00	(75,358.73)
12/21/16	NA	NA	12/19/19	Aaa/AA+/NR	FFCB - Note	Fed Farm Credit Bank	5,000,000	1.500%	1.621%	4,982,350.00	4,991,845.15	4,927,700.00	(64,145.15)

IRVINE RANCH WATER DISTRICT
INVESTMENT SUMMARY REPORT

07/26/18

SETTLMT	Call Schedule	Initial Call	Maturity Date	Rating	INVESTMENT TYPE	INSTITUTION / ISSUER	PAR Amount	Coupon DISCOUNT	YIELD	ORIGINAL COST	CARRY VALUE	MARKET VALUE ⁽¹⁾ 7/26/2018	UNREALIZED ⁽²⁾ GAIN/(LOSS)
12/20/17	NA	NA	01/17/20	Aaa/AA+/AAA	FHLMC - Note	Fed Home Loan Mortgage Corp	5,000,000	1.500%	1.932%	4,956,250.00	4,963,291.56	4,921,450.00	(41,841.56)
10/16/17	NA	NA	02/28/20	Aaa/AA+/AAA	FNMA - Note	Fed Natl Mortgage Assoc	5,000,000	1.500%	1.612%	4,987,025.00	4,991,360.00	4,915,500.00	(75,860.00)
12/20/17	NA	NA	03/13/20	Aaa/AA+/NR	FHLB - Note	Fed Home Loan Bank	5,000,000	4.125%	1.940%	5,237,200.00	5,201,649.14	5,129,300.00	(72,349.14)
10/03/17	NA	NA	04/20/20	Aaa/AA+/AAA	FHLMC - Note	Fed Home Loan Mortgage Corp	5,000,000	1.375%	1.630%	4,968,350.00	4,978,627.74	4,896,100.00	(82,527.74)
06/29/18	NA	NA	04/23/20	Aaa/AA+/AAA	FHLMC - Note	Fed Home Loan Mortgage Corp	5,000,000	2.500%	2.544%	4,996,000.00	4,996,204.97	4,991,250.00	(4,954.97)
06/29/18	NA	NA	05/15/20	Aaa/AA+/AAA	FFCB - Note	Fed Farm Credit Bank	5,000,000	2.550%	2.566%	4,998,450.00	4,998,524.56	4,994,800.00	(3,724.56)
11/21/17	Continuous after	02/20/18	05/20/20	Aaa/AA+/AAA	FFCB - Note	Fed Farm Credit Bank	5,000,000	1.830%	1.930%	4,987,500.00	4,976,477.49	4,916,650.00	(59,827.49)
06/11/18	NA	NA	06/11/20	Aaa/NR/AAA	FFCB - Note	Fed Farm Credit Bank	5,000,000	2.500%	2.570%	4,997,100.00	4,997,302.33	4,996,150.00	(1,152.33)
11/10/17	NA	NA	06/22/20	Aaa/AA+/AAA	FNMA - Note	Fed Natl Mortgage Assoc	5,000,000	1.500%	1.750%	4,968,000.00	4,991,122.39	4,898,650.00	(92,472.39)
04/19/18	NA	NA	07/30/20	Aaa/AA+/AAA	FNMA - Note	Fed Natl Mortgage Assoc	5,000,000	1.500%	2.535%	4,886,000.00	4,900,232.89	4,886,400.00	(13,832.89)
06/08/18	NA	NA	07/30/20	Aaa/AA+/AAA	FNMA - Note	Fed Natl Mortgage Assoc	5,000,000	1.500%	2.559%	4,890,100.00	4,897,679.31	4,886,400.00	(11,279.31)
12/20/17	Quarterly	11/10/16	08/10/20	Aaa/AA+/AAA	FHLMC - Note	Fed Home Loan Mortgage Corp	5,000,000	1.450%	2.052%	4,923,000.00	4,932,744.81	4,870,000.00	(62,744.81)
05/21/18	Continuous after	12/01/17	09/01/20	Aaa/AA+/AAA	FFCB - Note	Fed Farm Credit Bank	5,000,000	1.680%	2.735%	4,968,000.00	4,894,242.81	4,892,850.00	(1,392.81)
12/12/17	One Time	09/28/18	09/28/20	Aaa/AA+/AAA	FNMA - Note	Fed Natl Mortgage Assoc	5,000,000	2.000%	2.000%	5,000,000.00	5,000,000.00	4,927,250.00	(72,750.00)
10/31/17	One Time	10/30/18	10/30/20	Aaa/NR/AAA	FNMA - Note	Fed Natl Mortgage Assoc	5,550,000	1.850%	1.850%	5,550,000.00	5,550,000.00	5,437,612.50	(112,387.50)
12/13/17	Continuous after	08/23/17	11/23/20	Aaa/AA+/AAA	FFCB - Note	Fed Farm Credit Bank	5,000,000	1.770%	2.060%	4,958,750.00	4,963,427.04	4,885,750.00	(77,677.04)
12/13/17	Quarterly	05/24/18	11/24/20	Aaa/AA+/AAA	FNMA - Note	Fed Natl Mortgage Assoc	5,000,000	1.900%	2.023%	4,982,500.00	4,984,482.36	4,891,350.00	(93,132.36)
11/30/17	NA	NA	11/24/20	Aaa/AA+/AAA	FFCB - Note	Fed Farm Credit Bank	5,000,000	1.850%	1.964%	4,983,550.00	4,987,232.39	4,906,000.00	(81,232.39)
12/20/17	NA	NA	12/28/20	Aaa/AA+/AAA	FNMA - Note	Fed Natl Mortgage Assoc	5,000,000	1.875%	2.023%	4,978,400.00	4,980,786.96	4,907,700.00	(73,086.96)

TOTAL INVESTMENTS\$374,050,000\$373,927,219.98\$373,732,557.65\$370,661,696.96

Petty Cash
Ck Balance

Bank of America

3,400.00

1,849,167.99\$375,779,787.97

⁽¹⁾ LAIF market value is as of the most recent quarter-end as reported by LAIF.

Security market values are determined using Bank of New York ("Trading Prices"), Bloomberg and/or broker dealer pricing.

⁽²⁾ Gain (loss) calculated against carry value using the trading value provided by Bank of New York/or Brokers

⁽³⁾ Real estate rate of return is based on most recent quarter end return

Outstanding Variable Rate Debt

\$281,100,000

Net Outstanding Variable Rate Debt (Less \$130 million fixed-payer swaps)

\$151,100,000

Investment Balance:

\$375,779,788

Investment to Variable Rate Debt Ratio:

249%

Portfolio - Average Number of Days To Maturity⁽⁴⁾

348

	Investment Portfolio	Real Estate ⁽³⁾ Portfolio	Weighted Avg. Return
July	1.50%	8.89%	3.66%
June	1.41%	8.89%	3.57%
Change	0.09%		0.09%

This Investment Summary Report is in conformity with the 2018 Investment Policy and provides sufficient liquidity to meet the next six months estimated expenditures.

*S - Step up

IRVINE RANCH WATER DISTRICT
SUMMARY OF MATURITIES

07/26/18

DATE	TOTAL	%	LAIF	Agency Notes	Agency Discount Notes	Collateral Deposit	US Treasury
07/18	\$43,500,000	11.63%	\$38,500,000	5,000,000			
08/18	10,000,000	2.67%		10,000,000			
09/18	25,000,000	6.68%		25,000,000			
10/18	15,000,000	4.01%		15,000,000		-	
11/18	10,000,000	2.67%		10,000,000			
12/18	15,000,000	4.01%		15,000,000			
01/19	15,000,000	4.01%		15,000,000			
02/19	10,000,000	2.67%		10,000,000			
03/19	20,000,000	5.35%		20,000,000			
04/19	15,000,000	4.01%		15,000,000			
05/19	10,000,000	2.67%		10,000,000			
06/19	10,000,000	2.67%		10,000,000			
SUB-TOTAL	\$198,500,000	53.07%	\$38,500,000	\$160,000,000			
13 Months - 3 YEARS							
7/01/19 - 8/31/2019	20,000,000	5.35%		20,000,000			
9/01/2019 - 11/30/19	50,000,000	13.37%		50,000,000			
12/01/19 - 2/28/2020	20,000,000	5.35%		20,000,000			
3/01/2020 - 5/31/2020	30,000,000	8.02%		30,000,000			
6/01/2020 - 8/31/2020	20,000,000	5.35%		20,000,000			
9/01/2020 -12/31/2020	35,550,000	9.50%		35,550,000			
1/01/2021 -2/28/2021	-						
	-						
	-						
TOTALS	\$374,050,000	100.00%	\$38,500,000	\$335,550,000			

% OF PORTFOLIO

10.29%

89.71%

Irvine Ranch Water District
Summary of Real Estate - Income Producing Investments
6/30/2018

	ACQUISITION DATE	PROPERTY TYPE	OWNERSHIP INTEREST	ORIGINAL COST	MARKET VALUE 6/30/2018	ANNUALIZED RATE OF RETURN QUARTER ENDED 6/30/2018
Sycamore Canyon	Dec-92	Apartments	Fee Simple	\$ 43,550,810	\$ 145,000,000	18.74%
Wood Canyon Villas	Jun-91	Apartments	Limited Partner	\$ 6,000,000	\$ 30,670,120	8.55%
ITC (230 Commerce)	Jul-03	Office Building	Fee Simple	\$ 5,739,845	\$ 11,500,000	9.42%
Waterworks Business Pk.	Nov-08	Research & Dev.	Fee Simple	\$ 8,630,577	\$ 9,000,000	5.33%
Sand Canyon Professional Center	Jul-12	Medical Office	Fee Simple	\$ 8,648,594	\$ 11,000,000	8.85%
Total - Income Properties				\$ 72,569,826	\$ 207,170,120	14.39%
OTHER REAL ESTATE DESCRIPTION						
Serrano Summit - Promissory Note	Sep-17	NA	NA	\$ 81,600,000	\$ 81,600,000	4.00%
Total - Income Producing Real Estate Investments				\$ 154,169,826	\$ 288,770,120	8.89%

Exhibit "B"

Running as C15. Run GC for more features.

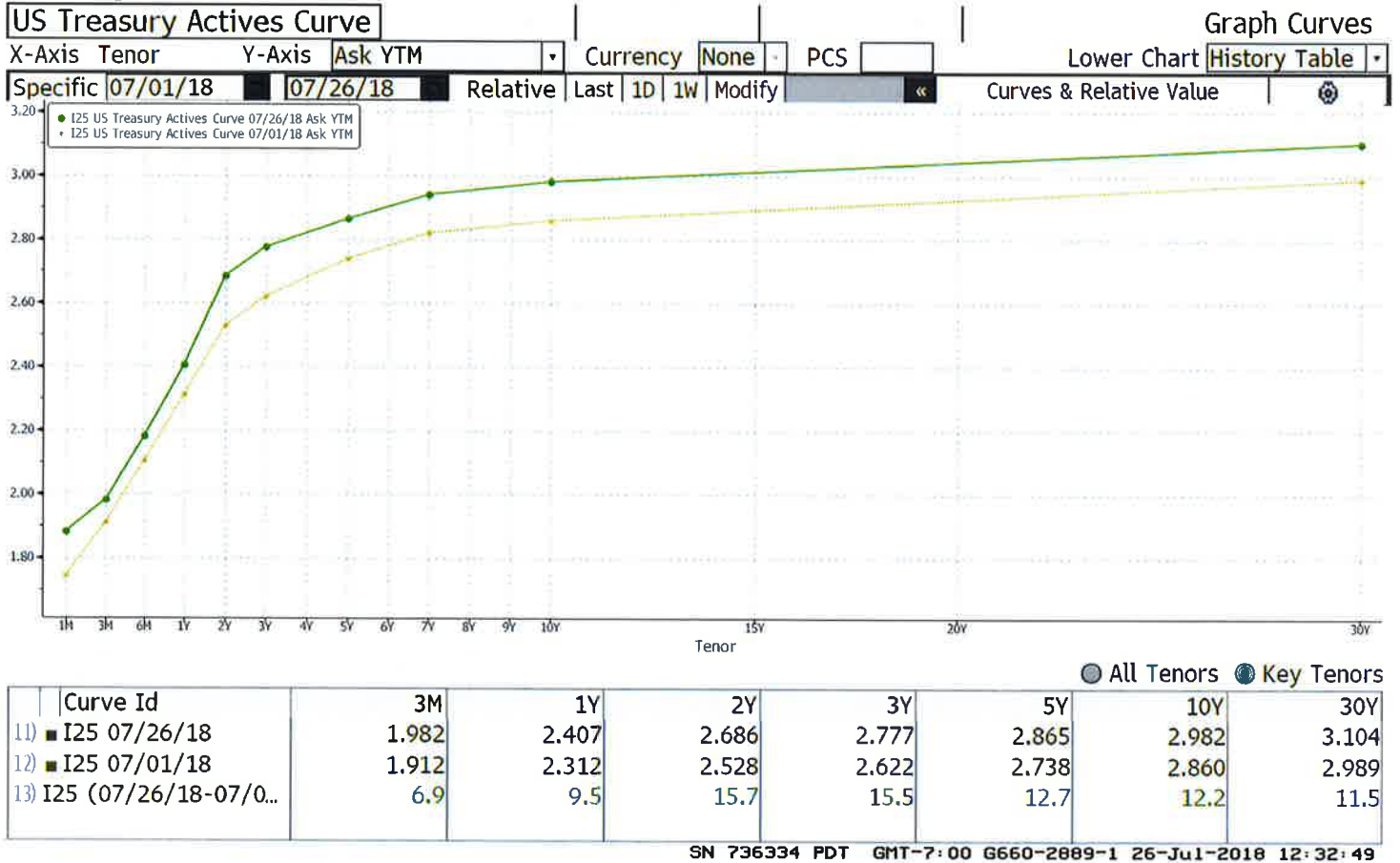
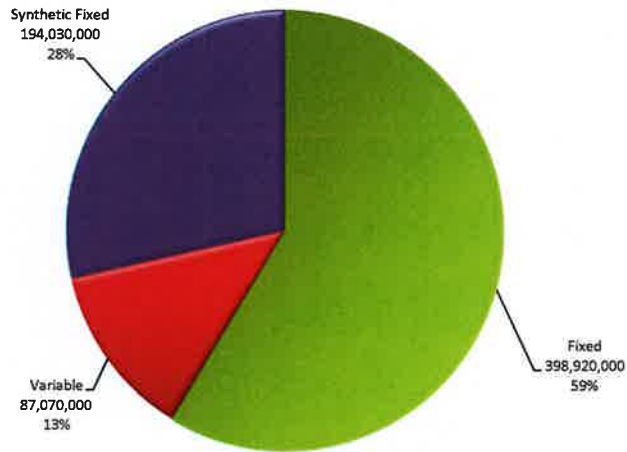


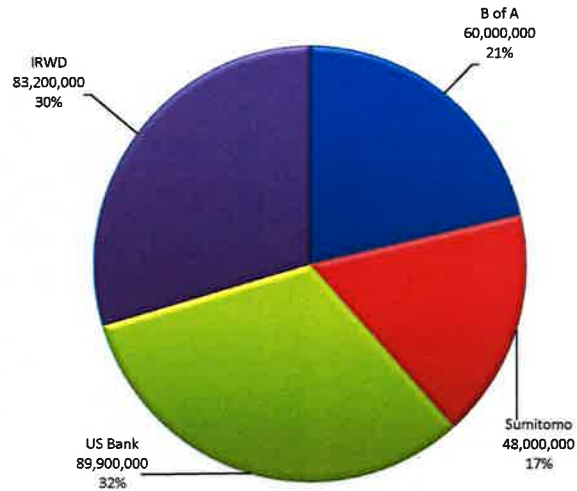
Exhibit "C"

Irvine Ranch Water District Summary of Fixed and Variable Rate Debt July 2018

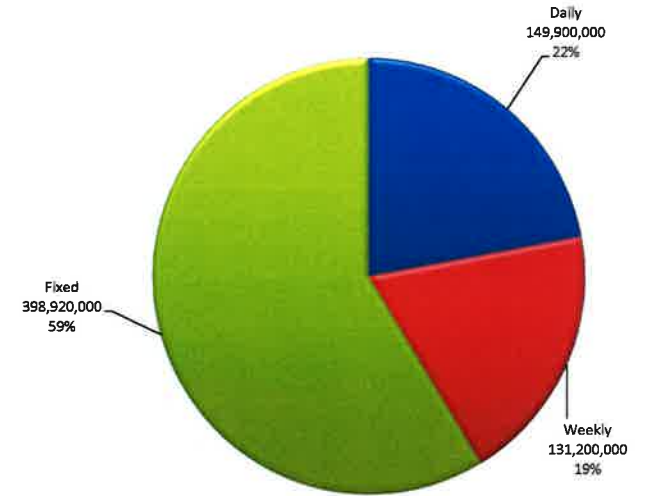
Current Debt Mix By Type



Letters of Credit / Support



Current Debt Rate Reset



Outstanding Par by Series

Series	Issue Date	Maturity Date	Remaining		Letter of Credit	Rmkt Agent	Mode	Reset
			Principal	Percent				
Series 1993	05/19/93	04/01/33	\$29,900,000	4.40%	US Bank	BAML	Variable	Daily
Series 2008-A Refunding	04/24/08	07/01/35	\$48,000,000	7.06%	Sumitomo	BAML	Variable	Weekly
Series 2011-A-1 Refunding	04/15/11	10/01/37	\$49,920,000	7.34%	IRWD	Goldman	Variable	Weekly
Series 2011-A-2 Refunding	04/15/11	10/01/37	\$33,280,000	4.89%	IRWD	Morgan	Variable	Weekly
Series 2009 - A	06/04/09	10/01/41	\$60,000,000	8.82%	US Bank	US Bank	Variable	Daily
Series 2009 - B	06/04/09	10/01/41	\$60,000,000	8.82%	B of A	Goldman	Variable	Daily
2010 Refunding COPS	02/23/10	03/01/20	\$3,775,000	0.56%	N/A	N/A	Fixed	Fixed
2016 COPS	09/01/16	03/01/46	\$116,745,000	17.17%	N/A	N/A	Fixed	Fixed
2010 Build America Taxable Bond	12/16/10	05/01/40	\$175,000,000	25.73%	N/A	N/A	Fixed	Fixed
Series 2016	10/12/16	02/01/46	\$103,400,000	15.21%	N/A	N/A	Fixed	Fixed
Total			\$680,020,000	100.00%				

IRVINE RANCH WATER DISTRICT
SUMMARY OF FIXED & VARIABLE RATE DEBT

July-18

ITN

Daily

Weekly

GENERAL BOND INFORMATION

VARIABLE RATE ISSUES	Issue Date	Maturity Date	Principal Payment Date	Payment Date	Original Par Amount	Remaining Principal
SERIES 1993	05/19/93	04/01/33	APR 1 (2014)	5th Bus. Day	\$38,300,000	\$29,900,000
SERIES 2008-A Refunding	04/24/08	07/01/35	JUL 1	5th Bus. Day	\$60,215,000	\$48,000,000
SERIES 2011-A-1 Refunding	04/15/11	10/01/37	Oct 1	1st Bus. Day	\$60,545,000	\$49,920,000
SERIES 2011-A-2 Refunding	04/15/11	10/01/37	Oct 1	1st Bus. Day	\$40,370,000	\$33,280,000
SERIES 2009 - A	06/04/09	10/01/41	Oct 1	1st Bus. Day	\$75,000,000	\$60,000,000
SERIES 2009 - B	06/04/09	10/01/41	Oct 1	1st Bus. Day	\$75,000,000	\$60,000,000

\$349,430,000 \$281,100,000

LETTER OF CREDIT INFORMATION

Letter of Credit	Reimbursement Agreement Date	L/C Exp. Date	MOODY'S	S&P	FITCH	LOC Stated Amount	LOC Fee	Annual LOC Cost
US BANK	05/07/15	11/07/18	Aa3/VMIG1	AA-/A-1+	N/R	\$30,303,036	0.3300%	\$100,000
SUMITOMO	04/01/11	07/21/21	A1/P-1	A/A-1	A/F1	\$48,710,137	0.3150%	\$153,437
N/A	N/A	N/A	Aa1/VMIG1	A-1+	AAA/F1+	N/A	N/A	N/A
N/A	N/A	N/A	Aa1/VMIG1	A-1+	AAA/F1+	N/A	N/A	N/A
US BANK	04/01/11	12/22/20	Aa2/VMIG1	AA-/A-1+	AA/F1+	\$60,670,685	0.4100%	\$248,750
B of A	04/01/11	07/15/19	A1/VMIG 1	A/A-1	A1/F1+	\$60,670,685	0.4000%	\$242,683

SUB-TOTAL VARIABLE RATE DEBT

\$200,354,542 0.3718% \$744,869
(Wt. Avg)

TRUSTEE INFORMATION

Rmkt Agent	Reset	Rmkt Fees	Annual Cost	Trustee
BAML	DAILY	0.10%	\$29,900	BANK OF NY
BAML	WED	0.07%	\$33,600	BANK OF NY
Goldman	WED	0.13%	\$62,400	BANK OF NY
Morgan S	WED	0.13%	\$41,600	BANK OF NY
US Bank	DAILY	0.07%	\$42,000	US BANK
Goldman	DAILY	0.10%	\$60,000	US BANK

0.10% \$269,500
(Wt. Avg)

FIXED RATE ISSUES

2010 REFUNDING COPS	02/23/10	03/01/20	Mar -1	MAR/SEPT	\$85,145,000	\$3,775,000
2010 GO Build America Taxable Bonds	12/16/10	05/01/40	MAY (2025)	MAY/NOV	\$175,000,000	\$175,000,000
2016 COPS	09/01/16	03/01/46	Mar - 1	MAR/SEPT	\$116,745,000	\$116,745,000
SERIES 2016	10/12/16	02/01/46	Feb - 1	FEB/AUG	\$103,400,000	\$103,400,000

\$480,290,000 \$398,920,000

SUB-TOTAL FIXED RATE DEBT

\$829,720,000 \$680,020,000

TOTAL- FIXED & VARIABLE RATE DEBT

Remarketing Agents

Goldman	109,920,000	39%
Morgan Stanley	33,280,000	12%
BAML	77,900,000	28%
US Bank	60,000,000	21%
	281,100,000	

GO VS COP's

GO:	559,500,000	82%
COPS:	120,520,000	18%
Total	680,020,000	

LOC Banks

SUMITOMO	48,000,000
BANK OF AMERICA	60,000,000
US BANK	89,900,000
	197,900,000

Breakdown Between Variable & Fixed Rate Mode

Daily Issues	149,900,000	22%
Weekly Issues	48,000,000	7%
ITN Issues	83,200,000	12%
Sub-Total	281,100,000	
Fixed Rate Issues	\$398,920,000	59%
Sub-Total - Fixed	398,920,000	
TOTAL DEBT		
FIXED & VAR.	680,020,000	100%

Exhibit "D"

IRVINE RANCH WATER DISTRICT SUMMARY OF DEBT RATES Jul-18

Rmkt Agent Mode Bond Issue Par Amount Bank Reset	GOLDMAN DAILY 2009 - B 60,000,000 BOFA	GOLDMAN WEEKLY 2011 A-1 49,920,000 (SIFMA -1) Wednesday	MORGAN STANLEY WEEKLY 2011 A-2 33,280,000 (SIFMA -1) Wednesday	MERRILL LYNCH DAILY 1993 29,900,000 US BANK	MERRILL LYNCH WEEKLY 2008-A 49,500,000 Sumitomo Wednesday	US BANK DAILY 2009-A 60,000,000 US BANK
7/1/2018	1.36%	1.50%	1.50%	1.44%	1.18%	1.40%
7/2/2018	1.16%	1.50%	1.50%	1.11%	1.18%	1.37%
7/3/2018	1.00%	1.50%	1.50%	0.83%	1.18%	1.05%
7/4/2018	1.00%	1.50%	1.50%	0.83%	1.18%	1.05%
7/5/2018	0.73%	1.18%	1.18%	0.71%	0.88%	0.80%
7/6/2018	0.70%	1.18%	1.18%	0.59%	0.88%	0.70%
7/7/2018	0.70%	1.18%	1.18%	0.59%	0.88%	0.70%
7/8/2018	0.70%	1.18%	1.18%	0.59%	0.88%	0.70%
7/9/2018	0.60%	1.18%	1.18%	0.50%	0.88%	0.60%
7/10/2018	0.60%	1.18%	1.18%	0.46%	0.88%	0.50%
7/11/2018	0.50%	1.18%	1.18%	0.43%	0.88%	0.40%
7/12/2018	0.39%	1.00%	1.00%	0.37%	0.62%	0.40%
7/13/2018	0.39%	1.00%	1.00%	0.37%	0.62%	0.37%
7/14/2018	0.39%	1.00%	1.00%	0.37%	0.62%	0.37%
7/15/2018	0.39%	1.00%	1.00%	0.37%	0.62%	0.37%
7/16/2018	0.30%	1.00%	1.00%	0.37%	0.62%	0.37%
7/17/2018	0.30%	1.00%	1.00%	0.33%	0.62%	0.37%
7/18/2018	0.28%	1.00%	1.00%	0.31%	0.62%	0.33%
7/19/2018	0.31%	0.93%	0.93%	0.39%	0.56%	0.33%
7/20/2018	0.36%	0.93%	0.93%	0.47%	0.56%	0.44%
7/21/2018	0.36%	0.93%	0.93%	0.47%	0.56%	0.44%
7/22/2018	0.36%	0.93%	0.93%	0.47%	0.56%	0.44%
7/23/2018	0.49%	0.93%	0.93%	0.55%	0.56%	0.55%
7/24/2018	0.65%	0.93%	0.93%	0.61%	0.56%	0.60%
7/25/2018	0.72%	0.93%	0.93%	0.81%	0.56%	0.72%
7/26/2018	0.91%	0.93%	0.93%	0.86%	0.63%	0.92%
Avg Interest Rates	0.60%	1.10%	1.10%	0.58%	0.76%	0.63%
Rmkt Fee	0.10%	0.13%	0.13%	0.10%	0.07%	0.07%
LOC Fee	0.40%			0.33%	0.32%	0.41%
All-In Rate	1.10%	1.23%	1.23%	1.01%	1.15%	1.11%
Par Amount	109,920,000		33,280,000	79,400,000		60,000,000

Interest Rate Mode	Percent of Total Variable Rate Debt	Par Outstanding	Weighted All-In Average Rate	Base Rate Average
Daily	53.04%	149,900,000	1.09%	0.61%
Weekly	46.96%	132,700,000	1.20%	0.98%
	100.00%	\$ 282,600,000	1.14%	0.78%
Fixed				
COPS 2010	0.95%	3,775,000	3.82%	
COPS 2016	29.27%	116,745,000	2.90%	
BABS 2010	43.87%	175,000,000	4.46%	(1)
SERIES 2016	25.92%	103,400,000	3.32%	
	100.00%	\$ 398,920,000	3.70%	
All-In Debt Rate Including \$130 Million Notional Amount of Swaps				3.33%

(1) Rate adjusted up from 4.35% as a result of sequestration reducing BAB's subsidy by 6.6%

August 7, 2018

Prepared by: M. Pulles

Submitted by: C. Clary

Approved by: Paul A. Cook 

FINANCE AND PERSONNEL COMMITTEE

EXPENSES AND FEES OF BOARD MEMBERS AND
GENERAL MANAGER PAID FOR FISCAL YEAR 2017-18

SUMMARY:

Pursuant to the Policy Regarding Business Expense Reimbursement, Travel, Meeting Compensation and Representation, staff has assembled an Expense Summary, as shown in Exhibits "A" and "B" for the District's Board Members and the General Manager for Fiscal Year (FY) 2017-18 for the Committee's review. Provided below is a summary of expenses paid for the full fiscal year.

	Name	Conference, Travel, and Other District-Related Expenses	Meeting Fees	Total
Board Members:	LaMar	\$ 14,479	\$ 32,760	\$ 47,239
	Matheis	19,826	30,303	50,129
	Reinhart	3,836	30,849	34,685
	Swan	23,775	28,938	52,713
	Withers	2,536	30,576	33,112
	Sub-Total:	\$ 64,452	\$ 153,426	\$ 217,878
General Manager:	Cook	\$ 12,205	N/A	\$ 12,205
	Sub-Total:	\$ 12,205	N/A	\$ 12,205
TOTAL:		\$ 76,657	\$ 153,426	\$ 230,083
YTD Budget:		\$ 76,000	\$ 168,000	\$ 244,000
Variance:		\$ (657)	\$ 14,574	\$ 13,917

FISCAL IMPACTS:

Meeting fees total \$153,426 versus a budget of \$168,000 resulting in a positive variance of \$14,574 for the full fiscal year. Conference and meeting-related travel expenses total \$76,657 versus a budget of \$76,000, resulting in a negative variance of \$657.

The total cost for Board and General Manager conference, travel, and other District-related expenses, including meeting fees for FY 2017-18 is \$230,083, resulting in a positive variance of \$13,917 to budget.

Finance and Personnel Committee: Expenses and Fees of Board Members and
General Manager Paid for FY 2017-18
August 7, 2018
Page 2

ENVIRONMENTAL COMPLIANCE:

This item is not a project as defined in the California Environmental Quality Act (CEQA), Code of Regulations, Title 14, Chapter 3, Section 15378.

RECOMMENDATION:

Receive and file.

LIST OF EXHIBITS:

Exhibit "A" – Expense Summary, All Members
Exhibit "B" – Expense Summary, By Individual

Exhibit "A"



**Irvine Ranch Water District
Conference/Seminar and Monthly Expense Summary
For the Fourth Quarter, FY 2017-18**

All Board Members/General Manager

Name	Registration Fees	Airfare	Lodging	Meals	Taxi/Shuttle/ Auto Rental	Parking Fees	Other	Mileage Reimb		Total
								# Miles	Amount	
Board Members:										
Steven LaMar	2,049	7,048	3,225	434	543	501	9	1,246	670	14,479
Mary Aileen Matheis	5,895	6,196	6,275	216	667	355	16	368	206	19,826
Doug Reinhart	1,903	1,112	681	-	52	20	-	129	68	3,836
Peer Swan	7,982	4,971	5,906	418	401	501	836	5,089	2,760	23,775
John Withers	1,398	524	473	25	-	48	-	125	68	2,536
General Manager:										
Paul Cook	1,479	5,745	1,743	2,234	205	91	708	-	-	12,205
Total	20,706	25,596	18,303	3,327	1,868	1,516	1,569	6,957	3,772	76,657

Exhibit "B"



Irvine Ranch Water District Conference/Seminar and Monthly Expense Summary For the Fourth Quarter, FY 2017-18

Steven LaMar

Date Paid	Date Incurred	Description/Location	Registration Fees	Airfare	Lodging	Meals	Taxi/Shuttle/ Auto Rental	Parking Fees	Other	Mileage Reimb		Total
Monthly Expense Reports												
	July 2017	Monthly Expense Report (no activity this period)										
	August 2017	Monthly Expense Report (no activity this period)										
	September 2017	Monthly Expense Report (no activity this period)										
Paid	October 2017	So. Calif. Water Committee Annual Meeting and Dinner, Anaheim, CA						20.00		25	13.59	33.59
Paid	November 2017	OCWA Luncheon Featuring IRWD Battery Storage, Irvine, CA	40.00							13	7.17	47.17
Paid	December 2017	California Environmental Dialogue, Sacramento, CA		519.96	229.45	13.73		40.00		16	8.77	811.91
	January 2018	Monthly Expense Report (no activity this period)										
	February 2018	Monthly Expense Report (no activity this period)										
	March 2018	Monthly Expense Report (no activity this period)										
	April 2018	Monthly Expense Report (no activity this period)										
	May 2018	Monthly Expense Report (no activity this period)										
	June 2018	Monthly Expense Report (no activity this period)										
Conferences/Seminars and Other Non-local Travel												
Paid	07/26/2017	ACWA Board of Directors' meeting, Sacramento		555.96	412.40	30.74	35.40	40.00		16	8.56	1,083.06
Paid	08/03/2017	ACWA Region 1, Marin Municipal Water Dist. Tour, Oakland, CA	50.00	555.97	279.34	34.10	90.27	38.00		16	8.56	1,056.24
Paid	08/06/2017	NWRA Wester Water Seminar, Santa Fe, NM	625.00	817.17	904.80	171.97	198.05	80.00		16	8.56	2,805.55
Paid	08/17/2017	California Environmental Dialogue Plenary meeting, San Diego, CA			258.09			18.00		172	92.02	368.11
Paid	08/24/2017	ACWA Region 8 Program 2017, Los Angeles, CA	50.00				10.00					60.00
Paid	09/08/2017	ACWA Regions 3 & 4 "How Watersheds are Connected" Sacramento, CA	60.00	503.96		5.08	51.86	20.00		16	8.56	649.46
Paid	09/11/2017	ACWA Nominations Committee meeting, Sacramento, CA		503.96		15.34	15.98	20.00		16	8.56	563.84
Paid	09/14/2017	ACWA Federal Affairs Committee meeting, Sacramento, CA		503.96		10.18	15.97	20.00		16	8.56	558.67
Paid	09/28/2017	ACWA Budget Workshop and Board meeting, Sacramento, CA		503.96	171.64	45.85	27.24	38.00		16	8.56	795.25
Paid	10/06/2017	ACWA Regions 9 and 10 Events, Corona, CA	65.00						8.70	43	22.90	96.60
Paid	10/12/2017	ACWA Regions 6 and 7 Water Forum, Visalia, CA	35.00		98.07					442	236.47	369.54
Paid	10/27/2017	OC Forum Series-Election 2018-Hon. John Chiang, Costa Mesa, CA	50.00							22	11.77	61.77
Paid	11/09/2017	ACWA Predicting the Weather Seminar, Sacramento, CA		503.96			37.29	20.00		16	8.77	570.02
Paid	11/16/2017	ACWA Board of Directors' meeting, Sacramento		519.95	171.64	20.00	17.92	36.00		16	8.77	774.28
Paid	11/20/2017	Legislation meetings with CalEPA and SWRCB, Sacramento, CA		519.95				20.00		16	8.77	548.72
Paid	11/27/2017	ACWA 2017 Fall Conference, Anaheim, CA	699.00					31.00		127	67.95	797.95
Paid	12/04/2017	Dept. of Water Resources w/Grant Davis, Sacramento, CA		519.96		11.57	43.00	20.00		16	8.77	603.30
Paid	02/07/2018	Urban Water Institue Conference, Sacramento, CA	375.00		364.82	55.09				194	105.73	900.64
Paid	03/22/2018	California Environmental Dialogue Plenary meeting, Sacramento, CA		519.96	334.67	20.00		40.00		16	8.94	923.57
Total			\$ 2,049.00	\$ 7,048.68	\$ 3,224.92	\$ 433.65	\$ 542.98	\$ 501.00	\$ 8.70	1,246	\$ 670.31	\$ 14,479.24

*Detail of Description/Location provided on Expense Report



**Irvine Ranch Water District
Conference/Seminar and Monthly Expense Summary
For the Fourth Quarter, FY 2017-18**

Mary Aileen Matheis

Date Paid	Date Incurred	Description/Location	Registration Fees	Airfare	Lodging	Meals	Taxi/Shuttle/ Auto Rental	Parking Fees	Other	Mileage Reimb		Total
										# Miles	Amount	
Monthly Expense Reports												
	July 2017	Monthly Expense Report (no activity this period)										
	August 2017	Monthly Expense Report (no activity this period)										
Paid	September 2017	*Various business meetings	25.00				8.97			8	13.14	47.11
Paid	October 2017	*Various business meetings	352.00	503.96			24.00	63.00		96	51.21	994.17
	November 2017	Monthly Expense Report (no activity this period)										
	December 2017	Monthly Expense Report (no activity this period)										
	January 2018	Monthly Expense Report (no activity this period)										
	February 2018	Monthly Expense Report (no activity this period)										
	March 2018	Monthly Expense Report (no activity this period)										
	April 2018	Monthly Expense Report (no activity this period)										
	May 2018	Monthly Expense Report (no activity this period)										
	June 2018	Monthly Expense Report (no activity this period)										
Conferences/Seminars and Other Non-local Travel												
Paid	06/13/2017	WEF's Bay-Delta Tour, Sacramento, CA	815.00	555.96	226.86	7.43	8.76					1,614.01
Paid	08/15/2017	Urban Water Institute's Water Conference, San Diego, CA	375.00		740.43	20.73				160	85.60	1,221.76
Paid	08/24/2017	Water Education Foundation Retreat, Sacramento, CA		535.95			39.60	32.00		9	4.82	612.37
Paid	09/26/2017	2017 Colorado River Symposium, Santa Fe, NM	695.00	571.10	345.93	37.44	64.54					1,714.01
Paid	10/26/2017	Water Education Foundation's 40th Anniversary, Sacramento, CA		503.96	196.80	18.67	73.00	34.00		12	6.63	833.06
Paid	11/27/2017	ACWA Fall Conference, Anaheim, CA	699.00		921.92			64.00		56	29.96	1,714.88
Paid	12/12/2017	2017 Colorado River Water Users Assoc , Las Vegas, NV	505.00	583.96	523.83	12.45	45.00					1,670.24
Paid	02/26/2018	ACWA 2018 DC Conference, Washington, DC	690.00	1,118.16	1,084.86	40.00	51.40					2,984.42
Paid	03/13/2018	ACWA California Legislative Symposium, Sacramento, CA	245.00	519.96	240.35		60.20	42.00		9	4.91	1,112.42
Paid	03/21/2018	California Water Policy Conference 27, Davis, CA		519.96	328.32		142.20	60.00		9	4.91	1,055.39
Paid	05/07/2018	ACWA Spring 2018 Conference, Sacramento, CA	699.00	523.96	944.80	49.91	92.00		8.00			2,317.67
Paid	06/10/2018	California Water Law & Policy Conf., San Francisco, CA	795.00	259.40	720.42	29.10	57.50	60.00	8.00	9	4.91	1,934.33
Total			\$ 5,895.00	\$ 6,196.33	\$ 6,274.52	\$ 215.73	\$ 667.17	\$ 355.00	\$ 16.00	368	\$ 206.09	\$ 19,825.84

*Detail of Description/Location provided on Expense Report



**Irvine Ranch Water District
Conference/Seminar and Monthly Expense Summary
For the Fourth Quarter, FY 2017-18**

Doug Reinhart

Date Paid	Date Incurred	Description/Location	Registration Fees	Airfare	Lodging	Meals	Taxi/Shuttle/ Auto Rental	Parking Fees	Other	Mileage Reimb		Total
										# Miles	Amount	
<u>Monthly Expense Reports</u>												
	July 2017	Monthly Expense Report (no activity this period)										
	August 2017	Monthly Expense Report (no activity this period)										
	September 2017	Monthly Expense Report (no activity this period)										
	October 2017	Monthly Expense Report (no activity this period)										
	November 2017	Monthly Expense Report (no activity this period)										
	December 2017	Monthly Expense Report (no activity this period)										
	January 2018	Monthly Expense Report (no activity this period)										
	February 2018	Monthly Expense Report (no activity this period)										
	March 2018	Monthly Expense Report (no activity this period)										
	April 2018	Monthly Expense Report (no activity this period)										
	May 2018	Monthly Expense Report (no activity this period)										
	June 2018	Monthly Expense Report (no activity this period)										
<u>Conferences/Seminars and Other Non-local Travel</u>												
Paid	10/26/2017	Southern Calif. Water Committee meeting, Anaheim, CA						20.00		31	16.48	36.48
Paid	11/28/2017	ACWA 2017 Fall Conference, Anaheim, CA	699.00							75	39.92	738.92
Paid	12/14/2017	Colorado River Water Users Assoc., Las Vegas, NV	505.00	587.96	208.62		51.80			11	5.78	1,359.16
Paid	05/08/2018	ACWA 2018 Spring Conference, Sacramento, CA	699.00	523.96	472.40					12	5.89	1,701.25
Total			\$ 1,903.00	\$ 1,111.92	\$ 681.02	\$ -	\$ 51.80	\$ 20.00	\$ -	129	\$ 68.07	\$ 3,835.81

*Detail of Description/Location provided on Expense Report



Peer Swan

**Irvine Ranch Water District
Conference/Seminar and Monthly Expense Summary
For the Fourth Quarter, FY 2017-18**

Date Paid	Date Incurred	Description/Location	Registration Fees	Airfare	Lodging	Meals	Taxi/Shuttle/ Auto Rental	Parking Fees	Other	Mileage Reimb		Total
										# Miles	Amount	
Monthly Expense Reports *												
Paid	July 2017	*Various Business Meetings				27.68			38.55	284	151.95	218.18
Paid	August 2017	*Various Business Meetings							32.22	242	129.50	161.72
Paid	September 2017	*Various Business Meetings				16.59			36.55	184	98.47	151.61
Paid	October 2017	Apple Store: Repair District Issued iPad							313.09			313.09
	November 2017	Monthly Expense Report (no activity this period)										
Paid	December 2017	*Various Business Meetings							24.30	134	71.86	96.16
Paid	January 2018	*Various Business Meetings	40.00			15.38		10.00	43.74	615	335.08	444.20
Paid	February 2018	*Various Business Meetings	35.00						40.14	189	103.25	178.39
Paid	March 2018	*Various Business Meetings							17.01	114	62.03	79.04
Paid	April 2018	*Various Business Meetings	210.00			8.72			70.99	452	246.54	536.25
Paid	May 2018	*Various Business Meetings	45.00			36.06			45.00	298	162.60	288.66
Paid	June 2018	*Various Business Meetings	160.00						58.32	416	226.67	444.99
Conferences/Seminars and Other Non-local Travel												
Paid	08/29/2017	Misc. August Local Conferences and Mileage	165.00						9.72	67	35.85	210.57
Paid	08/16/2017	Urban Water Institute's Annual Water Conf., San Diego, CA			493.62	8.61		20.00	10.98	154	82.39	615.60
Paid	08/22/2017	Calif. Assoc. of Sanitation Agencies 62nd Annual Conf., San Diego	550.00		584.30	8.61		70.00	10.98	165	88.28	1,312.17
Paid	09/12/2017	Water Education Foundation Headwaters Tour, Sacramento, CA	525.00	535.95	135.01		134.75	60.00	4.86	15	8.03	1,403.60
Paid	11/27/2017	ACWA Fall Conference, Anaheim, CA	699.00					31.00	23.95	204	109.15	863.10
Paid	12/13/2017	Colorado River Water Users Assoc. Annual Conf., Las Vegas, NV	505.00	587.96	349.22	17.60	28.98	40.00	4.86	15	8.03	1,541.65
Paid	01/24/2018	Calif. Assoc. of Sanitation Agencies Winter Conf., Palm Springs, CA	550.00		425.57					101	55.05	1,030.62
Paid	02/07/2018	Urban Water Institute Conference, Palm Springs, CA	375.00		364.82	126.83			4.79	210	114.45	985.89
Paid	02/15/2018	ACWA Ennergy Committee Meeting, Sacramento, CA		519.96		6.78	102.61	20.00	4.86	15	8.18	662.39
Paid	02/25/2018	CASA & ACWA Annual Conference, Washington, DC	1,365.00	1,207.56	1,446.48	63.11	80.09		4.86	15	8.18	4,175.28
Paid	03/07/2018	2018 Kern County Water Summit, Bakersfield, CA	100.00						4.86	314	171.13	275.99
Paid	03/13/2018	Water Education Foundation Central Valley Tour, Sacramento, CA	865.00	519.96	231.59		45.65		4.86	15	8.18	1,675.24
Paid	03/23/2018	WaterReuse California Annual Conference, Monterey, CA			573.44	58.62		46.00	4.86	736	401.12	1,084.04
Paid	04/10/2018	WEF Lower Colorado River Tour, Ontario, CA	999.00			8.28		52.00	4.86	94	51.34	1,115.48
Paid	05/07/2018	ACWA Spring 2018 Conference, Sacramento, CA	699.00	519.96	945.48	5.70	8.40	92.00	4.86	14	7.63	2,283.03
Paid	06/14/2018	ACWA Region 1 Event, Healdsburg, CA	60.00	555.96	181.26	9.79		38.00	9.86	14	7.63	862.50
Paid	06/21/2018	ACWA Region 3 Event, Valley Springs, CA	35.00	523.96	174.90			22.00	2.43	13	7.36	765.65
Total			\$ 7,982.00	\$ 4,971.27	\$ 5,905.69	\$ 418.36	\$ 400.48	\$ 501.00	\$ 836.36	5,089	\$ 2,759.93	\$ 23,775.09

*Detail of Description/Location provided on Expense Report



John Withers

John Withers

B-5

[illegible]

August 7, 2018

Prepared by: J. Tobar

Submitted by: C. Clary

Approved by: Paul A. Cook



FINANCE AND PERSONNEL COMMITTEE

FISCAL YEAR 2017-18 LEGAL FEES ANALYSIS

SUMMARY:

This analysis provides a summary of legal fees incurred by the Irvine Ranch Water District for the full Fiscal Year (FY) 2017-18.

BACKGROUND:

Legal fees for FY 2017-18 supporting the general operations of the District totaled \$2,010,606 compared to a budget of \$1,565,000 resulting in a negative variance of \$445,606 or (28.5%). Of the total legal fees attributable to operations, general services were over budget by \$193,072 due primarily to the contracting of new General Counsel; litigation was over budget by \$374,436 due primarily to work associated with the Orange County Water District lawsuit; and personnel issues were over budget by \$54,214 due primarily to work associated with employee matters and personnel policy review and revisions. There was a positive variance in special projects. Actual legal fees accounted for 1.32% of actual operating expenses and 1.01% of total expenditures.

Insurance litigation for FY 2017-18, net of insurance reimbursements, totaled \$35,350 versus a budget of \$100,000. Capitalized legal fees associated with major capital projects for FY 2017-18 totaled \$393,055. The Asset Optimization – Lake Forest Development project (Serrano Summit), the MWRP Biosolids and Energy Recovery Facility, and the Water Supply Reliability Agreements 16/18 projects comprised 97.2% of the total legal fees associated with capital spending for FY 2017-18.

Non-operating legal fees for FY 2017-18 totaled \$60,000 for bond counsel rendered in connection with the 2018 Indexed Tender Notes remarketing of 2011A-1 and 2011A-2.

Exhibit “A” provides a detailed comparison of actual to budgeted legal fees for FY 2017-18. Exhibit “B” provides a three-year comparison of fees incurred by the firms providing services in FY 2015-16 through FY 2017-18, their hourly rates and a general description of the services provided.

FISCAL IMPACTS:

Fiscal impacts are included in the above narrative.

ENVIRONMENTAL COMPLIANCE:

This item is not a project as defined in the California Environmental Quality Act (CEQA), Code of Regulations, Title 14, Chapter 3, Section 15378.

RECOMMENDATION:

Receive and file.

LIST OF EXHIBITS:

Exhibit "A" – Legal Fees, Fiscal Year 2017 - 2018

Exhibit "B" – Analysis of Legal Fees, Expensed and Capitalized for FY 2016 through FY 2018

Exhibit "A"

Legal Fees Fiscal Year 2017 - 2018

Firm	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD Actual Operating Legal Fees	YTD Budget Operating Legal Fees	YTD % Actual vs Budget
Operating Legal Fees:							
General Services:							
Alston & Bird LLP	\$ -	\$ 15,327	\$ 39,657	\$ 60,203	\$ 115,187		
Alexander Bowie a Law Corp	\$ 3,916	\$ 3,697	\$ -	\$ -	\$ 7,613		
CSU Fullerton Auxiliary Services Corp	\$ -	\$ -	\$ -	\$ 1,270	\$ 1,270		
Kronick Moskowitz Tiedemann & Girard	\$ -	\$ -	\$ -	\$ 70,000	\$ 70,000		
Lewis Brisbois Bisgaard & Smith LLP	\$ -	\$ -	\$ -	\$ 223,467	\$ 223,467		
Nossaman LLP	\$ 391,753	\$ 48,823	\$ 63,761	\$ (8,802)	\$ 495,535		
Sub-total	\$ 395,669	\$ 67,847	\$ 103,418	\$ 346,138	\$ 913,072	\$ 720,000	126.8%
Litigation:							
Alston & Bird LLP	\$ 72,678	\$ 227,874	\$ 119,945	\$ 442,419	\$ 862,916		
Alexander Bowie a Law Corp	\$ 2,176	\$ 9,344	\$ -	\$ -	\$ 11,520		
Sub-total	\$ 74,854	\$ 237,218	\$ 119,945	\$ 442,419	\$ 874,436	\$ 500,000	174.9%
Special Projects:							
Alexander Bowie a Law Corp	\$ 129	\$ -	\$ 930	\$ 2,069	\$ 3,128		
Atkinson, Andelson, Loya, Ruud and Romo	\$ -	\$ -	\$ 3,187	\$ 17,569	\$ 20,756		
Sub-total	\$ 129	\$ -	\$ 4,117	\$ 19,638	\$ 23,884	\$ 200,000	11.9%
Personnel Issues:							
Alexander Bowie a Law Corp	\$ -	\$ -	\$ -	\$ -	\$ -		
Burke, Williams & Sorensen, LLP	\$ 10,956	\$ 15,569	\$ 6,387	\$ 3,128	\$ 36,040		
EXTTI, Incorporated	\$ -	\$ -	\$ 5,000	\$ -	\$ 5,000		
Payne & Fears LLP	\$ 20,601	\$ 13,842	\$ 28,557	\$ 55,675	\$ 118,675		
Pillsbury Winthrop Shaw Pittman LLP	\$ 12,773	\$ 7,684	\$ 13,953	\$ 5,089	\$ 39,499		
Sub-total	\$ 44,330	\$ 37,095	\$ 53,897	\$ 63,892	\$ 199,214	\$ 145,000	137.4%
Legal Fees Total	\$ 514,982	\$ 342,160	\$ 281,377	\$ 872,087	\$ 2,010,606	\$ 1,565,000	128.5%

Insurance Litigation:

Daley & Heft LLP ⁽¹⁾					\$ -		
Koeller Nebeker Carlson & Haluck LLP ⁽¹⁾	\$ 2,120	\$ 7,989	\$ 10,690	\$ 2,187	\$ 22,986		
Lewis Brisbois Bisgaard & Smith LLP ⁽¹⁾	\$ 1,040	\$ 1,626	\$ 480	\$ 5,923	\$ 9,049		
Woodruff, Spradlin & Smart				\$ 3,315	\$ 3,315		
Insurance Litigation Total	\$ 3,160	\$ 9,615	\$ 11,150	\$ 11,425	\$ 35,350	\$ 100,000	35.4%

⁽¹⁾ Net of insurance reimbursement

Major Capital Projects Legal Fees:

Asset Optimization - Lake Forest Develop.	\$ 12,432	\$ 107,184	\$ 612	\$ -	\$ 120,228
Asset Optimization - Sand Canyon Profess	\$ -	\$ -	\$ -	\$ 3,948	\$ 3,948
ILP North Conversion - Pipelines	\$ 1,300	\$ -	\$ -	\$ -	\$ 1,300
MWRP Biosolids and Energy Recovery	\$ -	\$ -	\$ 104,480	\$ 99,452	\$ 203,932
Plan, Check, Inspection for ID 1120	\$ -	\$ 4,550	\$ -	\$ -	\$ 4,550
Water Supply Reliability Agreements 16/18	\$ -	\$ -	\$ -	\$ 57,708	\$ 57,708
Other	\$ 1,389	\$ -	\$ -	\$ -	\$ 1,389
Capital Projects Total	\$ 15,121	\$ 111,734	\$ 105,092	\$ 161,108	\$ 393,055

Total Operating and Capital Legal Fees	\$ 533,263	\$ 463,509	\$ 397,619	\$ 1,044,620	\$ 2,439,011
---	-------------------	-------------------	-------------------	---------------------	---------------------

	YTD Actual	YTD Budget
Operating Expense	\$ 155,488,881	\$ 153,160,719
Operating Legal Fees	\$ 2,045,956	\$ 1,665,000
% of Legal to Operating	1.32%	1.09%
Capital Projects	\$ 86,135,856	\$ 97,201,005
Capital Legal Fees	\$ 393,055	
% of Legal to Capital	0.46%	
Total Operating and Capital Expenditures	\$ 241,624,737	\$ 250,361,724
Total Operating and Capital Legal Fees	\$ 2,439,011	
% of Legal Fees to Total Operating and Capital Expenditures	1.01%	

Non-operating Legal Fees:

	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Total
Bond Counsel:					
Orrick, Herrington & Sutcliffe LLP	\$ -	\$ -	\$ 30,000	\$ -	\$ 30,000
Stradling Yocca Carlson & Rauth	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000
Total	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ 60,000

Exhibit "B"

Analysis of Legal Fees Fiscal Years 2016 - 2018

Firm	YTD Actual 2015-2016	YTD Actual 2016-2017	YTD Actual 2017-2018	Hourly Rate	Area of Expertise	Service Provided
Operating Legal Fees:						
Alston & Bird LLP	\$ 40,715	\$ 446,971	\$ 978,103	\$ 265 to \$ 535	Litigation	Orange County Water District litigation
Alexander Bowie a Law Corp	\$ 303,074	\$ 130,790	\$ 22,261	\$ 185 to \$ 220	IRWD legal counsel	District general counsel/legislative/litigation/special project
Atkinson, Andelson, Loya, Ruud and Romo	\$ -	\$ -	\$ 20,756	\$ 220	IRWD legal counsel	District general counsel/legislative/litigation/special project
Burke, Williams & Sorensen, LLP	\$ 5,395	\$ 56,892	\$ 36,040	\$ 325	Employee relations	Personnel policy review and revision
CSU Fullerton Auxiliary Services Corp	\$ -	\$ -	\$ 1,270	n/a	Demographic research	IRWD 2018 districting existing conditions analysis
EXTTI, Incorporated	\$ -	\$ 25,251	\$ 5,000	\$ 200 to \$ 275	Employee relations	Personnel matters
Kronick Moskovitz Tiedemann & Girard	\$ -	\$ -	\$ 70,000	\$ 100 to \$ 350	IRWD legal counsel	Counsel services related to water resources and policy matters
Lewis Brisbois Bisgaard & Smith LLP	\$ -	\$ -	\$ 223,467	\$ 335	IRWD legal counsel	District general counsel/legislative/litigation/special project
Nossaman LLP	\$ -	\$ 142,717	\$ 495,535	\$ 225 to \$ 595	IRWD legal counsel	District general counsel/legislative/litigation/special project
Payne & Fears, LLP	\$ 129,448	\$ 106,156	\$ 118,675	\$ 235 to \$ 550	Employee relations	General personnel and human resources
Pillsbury Winthrop Shaw Pittman LLP	\$ -	\$ 24,584	\$ 39,499	\$ 370 to \$ 490	Employee relations	Employee benefits
Legal Fees Total	\$ 478,632	\$ 933,361	\$ 2,010,606			
Insurance Litigation:						
Daley & Heft LLP ⁽¹⁾	\$ -	\$ -	\$ -	\$ 175	Legal Counsel	Legal counsel related to insurance claim issues
Koeller Nebeker Carlson & Haluck LLP ⁽¹⁾	\$ 6,511	\$ 20,998	\$ 22,986	\$ 195	Legal Counsel	Legal counsel related to insurance claim issues
Lewis Brisbois Bisgaard & Smith LLP ⁽¹⁾	\$ -	\$ -	\$ 9,049	\$ 200	Legal Counsel	Legal counsel related to insurance claim issues
Woodruff, Spradlin & Smart	\$ 31,955	\$ 37,458	\$ 3,315	\$ 105 to \$ 255	Legal Counsel	Legal counsel related to insurance claim issues
Insurance Litigation Total	\$ 38,466	\$ 58,456	\$ 35,350			
⁽¹⁾ Net of insurance reimbursement						
Capitalized Legal Fees:						
Alexander Bowie a Law Corp	\$ 83,816	\$ 40,578	\$ 2,689	\$ 185 to \$ 220	IRWD legal counsel	District general counsel/legislative/litigation/special project
Alston & Bird LLP	\$ -	\$ -	\$ 203,932	\$ 265 to \$ 535	IRWD legal counsel	Counsel services in connection with the Biosolids project
Burke, Williams & Sorensen, LLP	\$ -	\$ -	\$ 4,550	\$ 325	Employee relations	
Jackson Tidus, a Law Corporation	\$ -	\$ -	\$ 115,018	\$ 225 to \$ 595	IRWD legal counsel	Counsel services in connection with Serrano Summit property sale
Kronick Moskovitz Tiedemann & Girard	\$ -	\$ -	\$ 57,708	\$ 100 to \$ 350	IRWD legal counsel	Counsel services related to water resources and policy matters
Nossaman LLP	\$ -	\$ -	\$ 9,158	\$ 420	IRWD legal counsel	Counsel services in connection with Serrano Summit property sale
Capitalized Legal Fees Total	\$ 83,816	\$ 40,578	\$ 393,055			
Total Operating and Capital Legal Fees	\$ 600,914	\$ 1,032,395	\$ 2,439,011			
Non-operating Legal Fees:						
Bond Counsel:						
Alexander Bowie a Law Corp	\$ -	\$ 26,668	\$ -	\$ 185 to \$ 220	Bond counsel	Counsel in connection with the issuance of GO bonds and COP
Hawkins Delafield & Wood LLP	\$ -	\$ 14,225	\$ -			
Orrick, Herrington & Sutcliffe LLP	\$ 30,000	\$ 205,000	\$ 30,000	n/a	Bond counsel	Counsel in connection with the issuance of GO bonds and COP
Stradling Yocca Carlson & Rauth	\$ -	\$ 20,000	\$ 30,000	n/a	Bond counsel	Counsel in connection with the issuance of GO bonds and COP
Non-operating Legal Fees Total	\$ 30,000	\$ 265,893	\$ 60,000			

August 7, 2018

Prepared by: J. Davis / T. Fournier

Submitted by: R. Jacobson / C. Clary

Approved by: Paul A. Cook 

FINANCE AND PERSONNEL COMMITTEE

REAL ESTATE QUARTERLY PERFORMANCE – JUNE 2018

SUMMARY:

Staff will provide the Committee with an update on the financial performance of the District's real estate investments and other revenue generating properties for the quarter and fiscal year ended June 30, 2018. Additionally, staff will provide the Committee with recent appraisal information received for the District's five investment properties.

BACKGROUND:

For the quarter ended June 30, 2018, the net operating income (NOI) for the District's residential and commercial real estate investments was \$2.6 million, which represents a 14.39% return for the period. For the fiscal year, the NOI was approximately \$10.3 million for an annual return of 14.13%. Land lease income from the Strawberry Farms Golf Course was \$151,072 and \$573,622 for the quarter and fiscal year end, respectively. Lease revenue from the District's five cell sites was \$44,900 and \$274,055 for the quarter and fiscal year end, respectively. A report detailing the NOI and returns for the District's real estate investment properties, golf course, and cell sites is attached as Exhibit "A".

Residential Investment Properties:

For the quarter ended June 30, 2018, the NOI for the Sycamore Canyon Apartments was approximately \$2.0 million, which was unfavorable to budget by \$35,000, due to higher than anticipated vacancies and lower than projected rent growth. For the fiscal year ended June 2018, NOI at the property was approximately \$8.1 million, which was unfavorable to budget by \$145,800, due to higher than anticipated vacancies, lower than anticipated revenue from termination and month-to-month fees, and lower security deposit retention. The District's limited partnership investment in the Wood Canyon Villa property earned a preferred return of 9.00%, providing income of \$134,631 for the quarter end and \$540,002 for the fiscal year. The net returns for Wood Canyon were 8.55% and 8.56% for quarter end and fiscal year end, respectively.

Commercial Investment Properties:

The NOI for the quarter ended June 30, 2018 at the Irvine Market Place (230 Commerce) property was \$135,185, which was unfavorable to budget by \$18,075, due to higher than anticipated utility expenses and plumbing repairs. For fiscal year ended June 2018, NOI at the property was \$479,193, which was unfavorable to budget by \$110,722, due to one suite not being leased as anticipated in the budget and higher operating expenses for HVAC repairs, electricity, and maintenance. The property is currently 100% leased, with the next lease due to expire in August 2018.

For the quarter ended June 30, 2018, the NOI for the Sand Canyon Professional Center medical office property was \$191,261 and \$765,626 for the fiscal year ended June 30, 2018, both of which were in line with the budget. The property is currently 100% occupied.

The NOI for the Waterworks Way Business Park property for the quarter ended June 30, 2018 was \$115,070, which was in line with the budget. NOI for fiscal year ended June 30, 2018 was \$425,210, which was unfavorable to budget by \$50,015, due to a write-off of an outstanding balance from an evicted tenant, an unbudgeted rent concession, and tenant improvement expenses for an unanticipated lease extension of suites 36/38. Two leases are scheduled to expire in September 2018 (Unit 46) and November 2018 (Unit 42).

Strawberry Farms Golf Course and Cell Site Leases:

Land lease income for Strawberry Farms Golf Course for the quarter ended June 30, 2018 was \$151,072, which was in line with budget. This compares with income of \$152,872 for the same period last year, representing a 1.18% decrease for the period. The fiscal year end NOI was \$573,622, representing an increase of 3.83% compared to the same period last year. For the quarter and fiscal year ended June 30, 2018, lease revenue from the District's five cell sites were \$44,900 and \$274,055, respectively, which were in line with the budget.

Investment Property Appraisals:

Recently, property appraisals were completed for the District's five investment properties and will be included in 2018 Comprehensive Annual Financial Report. A summary of the appraised values as of June 30, 2018 is attached as Exhibit "B".

FISCAL IMPACTS:

For the quarter and fiscal periods ended June 30, 2018, the District's commercial and residential real estate investments provided NOI of approximately \$2.6 million and \$10.3 million, respectively. Strawberry Farms Golf Course lease revenue was \$151,072 for the quarter and \$573,622 for fiscal year end. The District cell site revenue was \$44,900 for the quarter and the fiscal year end was \$274,055. The Serrano Summit/Lennar Homes promissory note earned interest of \$816,000 for the quarter and \$2.7 million for the fiscal year ended June 30, 2018 (note inception September 1, 2017).

ENVIRONMENTAL COMPLIANCE:

This item is not a project as defined in the California Environmental Quality Act (CEQA), Code of Regulations, Title 14, Chapter 3, Section 15378.

RECOMMENDATION:

Receive and file.

LIST OF EXHIBITS:

Exhibit “A” – Real Estate Performance Report

Exhibit “B” – Summary of Real Estate Values as of June 30, 2018

Exhibit "A"

Irvine Ranch Water District Real Estate Investment Performance Report - Investment as of June 30, 2018

INCOME PROPERTIES		
Property Description	Capital Investment	Investment Inception
Sycamore Canyon Apartments	\$ 43,550,810	Dec-92
Wood Canyon Villa Apartments	\$ 6,000,000	Jun-91
Irvine Market Place Office	\$ 5,739,845	Jul-03
Waterworks Way Business Park	\$ 8,630,577	Nov-08
Sand Canyon Professional Center	\$ 8,648,594	Jul-12

TOTAL - INCOME PROPERTIES	\$ 72,569,826
----------------------------------	----------------------

OTHER REAL ESTATE INVESTMENT		
Property Description	Original Cost	Investment Inception
Serrano Summit - Promissory Note	\$ 81,600,000	Sep-17

TOTAL - REAL ESTATE INVESTMENTS	\$ 154,169,826
--	-----------------------

FY 2017-18				
Apr-18	May-18	Jun-18	FY Q4	FY 2017-18 TOTAL
\$ 678,788	\$ 700,928	\$ 661,135	\$ 2,040,851	\$ 8,072,895
\$ 44,834	\$ 45,413	\$ 44,384	\$ 134,631	\$ 540,002
\$ 46,900	\$ 63,093	\$ 25,192	\$ 135,185	\$ 479,193
\$ 39,293	\$ 36,185	\$ 39,592	\$ 115,070	\$ 425,210
\$ 61,780	\$ 62,666	\$ 66,815	\$ 191,261	\$ 765,626

\$ 871,595	\$ 908,285	\$ 837,118	\$ 2,616,998	\$ 10,282,926
-------------------	-------------------	-------------------	---------------------	----------------------

FY 2017-2018				
Apr-18	May-18	Jun-18	FY Q4	FY 2017-18 TOTAL
\$ 272,000	\$ 272,000	\$ 272,000	\$ 816,000	\$ 2,720,000

\$ 272,000	\$ 272,000	\$ 272,000	\$ 816,000	\$ 2,720,000
-------------------	-------------------	-------------------	-------------------	---------------------

FY 2017-18 RATE OF RETURN				
FY Q1	FY Q2	FY Q3	FY Q4	Average Fiscal YTD
18.69%	17.78%	18.94%	18.74%	18.54%
8.56%	8.56%	8.56%	8.55%	8.56%
7.12%	5.78%	11.08%	9.42%	8.35%
5.57%	5.41%	3.39%	5.33%	4.93%
8.66%	8.88%	9.02%	8.85%	8.85%

14.18%	13.54%	14.43%	14.39%	14.13%
---------------	---------------	---------------	---------------	---------------

PROMISSORY NOTE RATE OF RETURN				
FY Q1	FY Q2	FY Q3	FY Q4	Average Fiscal YTD
4.00%	4.00%	4.00%	4.00%	4.00%

8.79%	8.49%	8.91%	8.89%	8.77%
--------------	--------------	--------------	--------------	--------------

3 Year Average Rate of Return	5 Year Average Rate of Return
FY 15/16 - 17/18	FY 13/14 - 17/18
18.15%	17.26%
8.56%	8.54%
6.48%	6.49%
5.10%	4.83%
8.63%	8.33%

13.75%	13.14%
---------------	---------------

Notes/Assumptions:

- Wood Canyon cash flows represent partnership cash distributions from Western National Group.
- The 9.00% Preferred Return for Wood Canyon accrues on the original \$6 million investment amount along with any accrued preferred return. The current total monthly accrual is approximately \$45,000/month.
- Capital Investment does not include depreciation; Sycamore Canyon 2007-08 renovation costs included in Capital Investment total.
- Irvine Market Place capital investment amount includes land cost of \$871,396; Waterworks Business Park capital investment includes land cost of \$2,420,213.

Irvine Ranch Water District
Real Estate Investment Performance Report - Investment
Strawberry Farms Golf Course & Cell Site
as of June 30, 2018

	2017-18 NET INCOME				
Property Description	Apr-18	May-18	Jun-18	FY Q4	NET INCOME 2017-2018
Strawberry Farms Golf Course	\$ 50,631	\$ 45,448	\$ 54,993	\$ 151,072	\$ 573,622
TOTALS	\$ 50,631	\$ 45,448	\$ 54,993	\$ 151,072	\$ 573,622
Change From Prior Year Period:				\$ (1,800) -1.18%	\$ 21,171 3.83%

Cellular Sites	\$ 7,223	\$ 22,711	\$ 14,967	\$ 44,900	\$ 274,055
Change From Prior Year Period:				\$ 4,094 10.03%	\$ 18,914 8.82%

Exhibit "B"

ANNUAL REAL ESTATE INVESTMENT MARKET VALUES - June 30, 2018

Income Properties		
Commercial Property Market Values ¹		
	6/30/2017	6/30/2018
General Office - 230 Commerce, Irvine	\$9,571,680	\$11,500,000
Medical Office - 15500 Sand Canyon, Irvine	\$10,820,160	\$11,000,000
R & D Buildings - 30-48 Waterworks, Irvine	\$7,803,000	\$9,000,000
Total Commercial/Office Properties:	\$28,194,840	\$31,500,000
Increase/(Decrease)		\$3,305,160
Apartment Property Market Values ¹		
	6/30/2017	6/30/2018
Sycamore Canyon Apartments	\$147,507,750	\$145,000,000
Wood Canyon Villas ²	\$28,934,076	\$30,670,120
Total Apartment Properties:	\$176,441,826	\$175,670,120
Income Property Portfolio Total @ 6/30/18:	\$204,636,666	\$207,170,120
	Change in Value	\$2,533,454

Non-Income Properties		
Entitled Land for Sale/Development - Est. Market Value		
	6/30/2017	6/30/2018
Serrano Summit Residential Land	\$136,000,000	\$0
Sand Canyon Office Land ³	\$12,617,150	\$14,224,000
Total Entitled Land for Sale/Development:	\$148,617,150	\$14,224,000
Income/Non-Income Investment Property Total @ 6/30/18:		\$221,394,120

¹ Based on updated property appraisals as of 6/30/18

² Wood Canyon growth based on fixed increase % per the Limited Partnership Agmt

³ FY 2018 value based on updated Collier's Opinion of Value of \$55/square foot

August 7, 2018

Prepared by: D. Kanoff/A. Shinbashi

Submitted by: R. Jacobson/C. Clary

Approved by: Paul A. Cook

FINANCE AND PERSONNEL COMMITTEE

QUARTERLY RISK MANAGEMENT REPORTING

SUMMARY:

Staff will provide the Committee with a report on the insurance and claim expenses incurred by the District through fourth quarter Fiscal Year (FY) ending June 30, 2018.

BACKGROUND:

A comparison of the District's actual versus budget insurance expenses for the twelve months of FY 2017-18 and FY 2016-17 is attached as Exhibit "A" and summarized as follows:

- Insurance premiums total \$779,720 and are \$28,820 over budget;
- Third-party claims administration expenses total \$5,085 and are \$34,915 under budget;
- Legal expenses total \$35,349 and are \$64,651 under budget; and,
- Claim payments totaled \$2,158,346. After CSAC-EIA reimbursement, net claim payments were negative \$187,242.

Through June 30, 2018, the District received reimbursements totaling \$2,345,588 from the District's excess insurance carrier, CSAC-EIA.

The register of closed general liability claims, including current fiscal year and prior period claim expenses is attached as Exhibit "B".

FISCAL IMPACTS:

Fiscal impacts are outlined above.

ENVIRONMENTAL COMPLIANCE:

This item is not a project as defined in the California Environmental Quality Act Code of Regulations, Title 14, Chapter 3, Section 15378.

RECOMMENDATION:

Receive and file.

LIST OF EXHIBITS:

Exhibit "A" – Insurance and Claims Summary

Exhibit "B" – FY 2017-18 Register of Closed General Liability Claims

Exhibit "A"

Irvine Ranch Water District Insurance and Claims Summary Period Ending June 30, 2018

PREMIUM	Actual FY 17/18	Budget FY 17/18	Variance	% Variance	Prior FY 16/17
Crime	4,664	9,100	4,436	49%	4,234
General Liability	511,740	429,500	(82,240)	-19%	388,172
Pollution	18,253	18,300	47	0%	18,253
Property	245,063	294,000	48,937	17%	244,449
Total	779,720	750,900	(28,820)		655,108

CATEGORY	Open FY 17/18	Closed FY 17/18	Total FY 17/18	Budget FY 17/18	Variance	Prior FY 16/17
Claim Administration		5,085	5,085	40,000	34,915	1,982
Legal	12,364	22,985	35,349	100,000	64,651	58,456
Property	236,710	1,876,627	2,113,337	130,000	(1,983,337)	227,235
Vehicle		2,625	2,625	0	(2,625)	21,244
* CSAC-EIA Reimbursement		(2,345,588)	(2,345,588)	0	2,345,588	
Business Interruption		1,950	1,950	0	(1,950)	
Total FY 17/18	249,074	(436,316)	(187,242)	270,000	457,242	308,917

*Reimbursement costs related to 4100 MacArthur claim.

ACTIVITY	FY 2016/17	FY 2017/18
Beginning Open Claims	9	8
New Claims	20	27
Closed Claims	-21	-31
Current Open Claims	8	4

Exhibit "B"

Register of Closed General Liability Claims as of June 30, 2018

Closed Claims Fiscal Year 2017-2018								
CLAIM TYPE	CLAIMANT	Claim Administration	Legal	Property	Vehicle	CSAC-EIA Reimbursement	Business Interruption	Grand Total
4100 MacArthur Single Event	Steven Craig	2,440	16,114	1,852,584				1,871,139
	The Irvine Company Llc			8,296				8,296
	USAA for Marc & Stacey Thomas	825		6,093				6,918
	J. Blount			404				404
	S. Daneshmand			707				707
	W. Zhang			497				497
	B. Beltran			768				768
	H. Rawls			948				948
	R. West			500				500
	B. Zangger			1,020				1,020
	R. Trinh	255						255
	Apex Energetics			750				750
	Montbury HOA			0				0
	R. Tolliver			1,500				1,500
	Julia O'Brien	162						162
	Charles Elfsten			347				347
	Takayuki Hayashi				1,010			1,010
	Ronald Williams				1,000			1,000
	Wonderland Brands California, LLC						1,950	1,950
	Lisa Benjamin			1,330				1,330
Slip and Fall Third Party Administration Reimbursement	Priya Navkar	153						153
	Pelican Heights HOA		1,500					1,500
	Patrick O-Connell				615			615
	Edward Bisbines			883				883
	Lipman v. IRWD		5,371					5,371
	George Hills Company, Inc.	1,250						1,250
	4100 MacArthur (Over \$100K)					(2,345,588)		(2,345,588)
Grand Total		5,085	22,985	1,876,627	2,625	(2,345,588)	1,950	(436,316)

Closed Claims From Prior Years							
CLAIM TYPE	CLAIMANT	Claim Administration	CSAC-EIA Reimbursement	Legal	Property	Vehicle	Grand Total
4100 MacArthur	AT&T				6,904		6,904
	C. Matheson					12,424	12,424
	D. Sanner				2,603	16,242	18,845
	George Hills Company, Inc.	8,653					8,653
	Real Estate Dev Assoc LLC				14,333		14,333
Reimbursement Single Event Slip and Fall Workplace Injury	Steven Craig	43,556		36,513	656,992	44,044	781,105
	4100 MacArthur (Over \$100K)		(510,125)				(510,125)
	1100 Scholarship HOA	187					187
	Lipman v. IRWD			320			320
	Gonzales v. IRWD			4,077			4,077
Grand Total		52,396	(510,125)	40,910	680,832	72,710	336,723

August 7, 2018

Prepared by: T. Mossbarger

Submitted by: C. Clary

Approved by: Paul A. Cook

FINANCE AND PERSONNEL COMMITTEE

INFORMATION SERVICES PROJECT STATUS REPORT

SUMMARY:

Attached in Exhibit "A" is a list of projects on which Information Services staff is currently working.

BACKGROUND:

The information attached as Exhibit "A" is a status report submitted three times a year to the Committee for review.

FISCAL IMPACTS:

The fiscal impacts vary depending on project, and are incorporated in Exhibit "A".

ENVIRONMENTAL COMPLIANCE:

This item is not a project as defined in the California Environmental Quality Act (CEQA), Code of Regulations, Title 14, Chapter 3, Section 15378.

RECOMMENDATION:

Receive and file.

LIST OF EXHIBITS:

Exhibit "A" – Information Services Project Status Report

Exhibit "A"

Information Services Project Status Report

Four Month Update as of July 2018

Project Name	Project Summary	Schedule		Project Budget	Status
IRWD Enterprise – Hardware and Software Upgrades	Replace hardware based on replacement policy. Upgrade software as hardware is replaced.	Start Completed	7/17 6/18	\$624,800	Hardware and software replacement are 100% completed.
Network Infrastructure Security Assessment	Conduct a network security assessment to identify vulnerabilities and risks to the IRWD network infrastructure environment.	Start Completed	4/18 6/18	\$45,000	The Network Security Assessment was completed in July 2018. No critical vulnerabilities were identified. Several High, Medium, and low vulnerabilities were identified and are or have been remediated.
Identity and Password Management Software Upgrade	Replace the existing software used to manage user passwords and identity across all of the Districts applications and systems. Existing software needs to be replaced with software that integrates with Oracle applications and systems.	Start Completed	5/14 6/18	\$105,000	Self Service Password Reset and Single Sign-On have been implemented. The final module, Network Access Manager, used for remote sign-on, is not being implemented at this time. Staff is reviewing alternate options for remote sign-on.

Exhibit "A"

Information Services Project Status Report

Four Month Update as of July 2018

Project Name	Project Summary	Schedule		Project Budget	Status
Enterprise Asset Management (EAM) System Implementation Part 1	Replace existing work orders and maintenance management systems with EAM system as recommended in the Applications Strategic Plan.	Start Completion	1/17 12/18	\$4,853,000	Maximo Part 1, Work Orders and Time Tracking, went live as scheduled the week of October 23 2017. Maximo Extended Part 1, is scheduled for go-live with Scheduler and Fleet in October 2018.
Utility Bill Re-Design	Staff is conducting a complete de-design of the utility bill. The process includes conducting focus groups with customers and reviewing the entire bill print and delivery process	Start Completion	10/15 9/18	\$100,000	The Board approved a three year contract with InfoSend to provide bill print, mailing services, and eBill presentment Services. Based on the updated schedule, the target completion date is September 2018.
Business Intelligence (BI) Disaster Recovery (DR) in the Cloud	Implement the District's Oracle BI DR environment in the Oracle Cloud and develop Additional Reports.	Start Completion	10/17 12/18	\$241,000	The board approved a contract with Dilytics for \$241,000 to implement the Oracle BI DR environment in the Oracle Cloud and develop additional reports. Dilytics has delivered 60% of the additional reporting and 40% is in process. The BI DR environment is 100 % complete.

Exhibit "A"

Information Services Project Status Report

Four Month Update as of July 2018

Project Name	Project Summary	Schedule		Project Budget	Status
IRWD Enterprise – Hardware and Software Upgrades	Replace hardware based on replacement policy. Upgrade software as hardware is replaced.	Start Completion	7/18 6/19	\$903,000	Approved by the Board in the FY 2018-19 Budget.
Cyber Security Risk Assessment and Response Plan	Conduct a Cyber Security Risk Assessment to identify areas of risk and develop an incident response plan.	Start Completion	9/18 6/19	\$55,000	Approved by the Board in the FY 2018-19 Budget.
Network Infrastructure Security Assessment	Conduct a network security assessment to identify vulnerabilities and risks to the IRWD network infrastructure environment.	Start Completion	1/19 6/19	\$45,000	Approved by the Board in the FY 2018-19 Budget.
E-Mail Migration to the Cloud	Migrate the District's GroupWise e-mail system to Microsoft Office 365 in the Cloud.	Start Completion	1/19 6/19	\$187,000	Approved by the Board in the FY 2018-19 Budget.

Exhibit "A"

Information Services Project Status Report

Four Month Update as of July 2018

Project Name	Project Summary	Schedule		Project Budget	Status
Oracle Customer Care and Billing (CC&B) Software Upgrade	Perform a technical upgrade of the District's Oracle CC&B software to the most current version.	Start Completion	6/19 8/20	\$2,849,000	Approved by the Board in the FY 2018-19 Budget.

August 7, 2018

Prepared by: T. Mossbarger

Submitted by: C. Clary

Approved by: Paul A. Cook 

FINANCE AND PERSONNEL COMMITTEE

NETWORK SECURITY ASSESSMENT

SUMMARY:

The District engages an outside firm annually to evaluate the District's network security. In May 2018, staff retained MARK Enterprises (MARK) to conduct an external network security assessment that identifies risks and vulnerabilities that IRWD may be susceptible to from the Internet or local wireless networks. The objective of the assessment was to determine the security posture of the District's internet and wireless network systems and make recommendations for remediation wherever appropriate. As discussed below, the consultant did not uncover any critical vulnerabilities that needed immediate correction by staff. The vulnerabilities that were identified as non-critical high-risk were immediately corrected by staff. As a result, the District's current risk security level would now be considered low.

BACKGROUND:

MARK was retained by the District to conduct an external security assessment based on their qualifications and experience in conducting previous security assessments for IRWD and other firms. MARK conducted the District's previous assessments in September 2011, April 2014, and December 2016. Staff was very satisfied with the assessments completed by MARK and the ongoing cybersecurity support provided. Based on the District's previous experience with MARK and continued cybersecurity support relationship with the District, a contract for professional services was issued to MARK in May 2018.

The external network security assessment included a review of two major areas of potential vulnerability: (a) internet facing systems, and; (b) local wireless access points at both Sand Canyon and the Operations Center. Included within the Internet facing systems are web-based applications, including the District's Oracle systems; email systems; the District's website; and sites hosted by third parties.

External Network Security Assessment

MARK conducted the external network assessment beginning in May 2018 and completed this in July 2018. Throughout the course of the assessment, a number of tests, scans, and surveys were performed to identify vulnerabilities and configuration issues that could present a risk to the District. These tests were performed using a standard-knowledge set about the District's internet presence and locations.

The overall security posture of the District, within the scope of this assessment, presented a moderate-risk level environment. This is an improvement from December 2016 when the posture was found to be moderate to high. The MARK team was not able to uncover any critical findings that could have resulted in direct system or data compromise. Several non-critical, but high-risk findings were detected that could potentially lead to indirect avenues of compromise.

The high-risk findings are the major driver for the overall moderate-risk rating. Staff has remediated all of the high-risk issues. There were also a number of findings of a moderate to low severity, which a determined attacker could potentially leverage over time to breach the internal systems from the Internet. Staff has remediated most of the moderate to low-risk issues.

Despite the elevated risk rating, the environment only required a small number of changes to significantly reduce the risk. Most of the findings were related to newly found exploits in third-party software, or out-of-date versions of software. Most of the findings identified can be broken into two groups: the first group are systems supported by internal IRWD staff; and the second are those systems supported by third-party providers. Staff has taken the recommendations in the technical report under advisement and has/will perform the necessary steps to implement them through a combination of process changes, training, and increased communication about security threats. With completion of the recommended remediation steps, the current risk level would now be considered "low".

Wireless Network Security Assessment

MARK conducted the wireless security assessment in June 2018. Efforts were placed on the identification and exploitation of security weaknesses that could allow a remote attacker to gain unauthorized access to organizational data. The attacks were conducted with the level of access that a general internet user would have. Tests were conducted at the Sand Canyon Headquarters and Operations Center and were unsuccessful in gaining access. Analysis of both locations showed no open access points and guest networks utilized a web-based authentication and user agreement interface. Attempts to pivot from guest to office network were unsuccessful. The overall security posture of the District's wireless networks is considered "low".

The IRWD 2018 External Security Assessment, Executive Summary is attached as Exhibit "A".

Next Steps- Cybersecurity Risk Assessment

Staff is in the process of preparing a Request for Proposal (RFP) for a comprehensive cybersecurity risk assessment. This assessment will identify the overall state of the District's cybersecurity posture and ability to respond to potential threats and events. The annual external network security assessment and ongoing cybersecurity staff education and awareness are just a few of the ongoing efforts by the District to safeguard information.

FISCAL IMPACTS:

None.

ENVIRONMENTAL COMPLIANCE:

This item is not a project as defined in the California Environmental Quality Act Code of Regulations, Title 14, Chapter 3, Section 15378.

RECOMMENDATION:

Receive and file.

LIST OF EXHIBITS:

Exhibit “A” – Irvine Ranch Water District 2018 External Security Assessment
Executive Summary

2018

EXHIBIT A



MARK
Enterprises, Inc.

Irvine Ranch Water District 2018 External Network Security Assessment Executive Summary

Prepared By: MARK Enterprises, Inc.

June 11th, 2018

Contents

Introduction Letter	2
Overview	3
Scope	3
Assessment	3
Key Strengths Identified	3
Key Findings	4
Findings Summary.....	4
Overall Findings by Risk Level	4

Introduction Letter

June 11th, 2018

Tony Mossbarger

Irvine Ranch Water District

Mr. Mossbarger:

Please find the enclosed deliverable for the 2018 External Network Security Assessment performed on your behalf. This security assessment deals with the risks and vulnerabilities an organization's web applications may be susceptible to from the internet.

Through the routine practice of performing security assessments and the remediation of findings, Irvine Ranch Water District can significantly reduce their overall risk profile. We sincerely appreciate the opportunity to work with IRWD and welcome the opportunity to discuss this assessment in further detail.

Please review this document at your convenience. Please contact us with any questions, comments, or concerns you may have.

Sincerely,

Chris Rice
Senior Account Manager
MARK Enterprises, Inc
818-808-9020
crice@mark-ent.com

Jonathan Avis
Director, Security Engineering
MARK Enterprises, Inc.
314-435-9192
javis@mark-ent.com

Overview

IRWD engaged MARK Enterprises to perform a web application security assessment. The objective of the assessment was to determine the security posture of specific web based targets. Throughout this exercise, critical severity findings were presented, within 1 business day, to the appropriate parties at IRWD for expedited remediation. This report provides a high level overview, for in-depth details of the findings please see the Technical Report.

Scope

This engagement was limited to the following scope:

1. Internet Facing Systems
 - a. Web Based Applications
 - b. Authenticated Websites
 - c. Email Systems
 - d. Other Systems
2. Local Wireless Access Points
 - a. IRWD Offices, 15600 Sand Canyon Ave, Irvine, CA
 - b. IRWD Operations Center, 3512 Michelson Drive, Irvine, CA

Assessment

In May of 2018, MARK Enterprises began the external web application specific security assessment and later the wireless assessment for IRWD. Throughout the course of the assessment, a number of tests, scans, and surveys were performed to identify vulnerabilities and configuration issues that would present a risk to IRWD scoped web application targets from internet sources. These tests were performed using IRWD provided knowledge about the companies' internet presence and locations.

The overall security posture of IRWD, within the scope of this assessment, presents as a moderate risk level environment. The team was not able to uncover any critical findings that could have resulted in direct system or data compromise, however, several non-critical but high severity security issues were detected that could potentially lead to indirect avenues of compromise. The identified high-risk findings are the major driver for this overall moderate risk rating. There were also a number of findings of a moderate to low severity, which a determined attacker could potentially leverage over time to breach the internal systems from the internet.

While some of the issues in the environment only requires a small number of simple changes to remediate (such as web server encryption settings and application version upgrades), others may require re-writing of application code that can be costly to effectively remediate (such as XSS).

Key Strengths Identified

- No trivially easy remotely exploitable vulnerabilities were detected
- Majority of systems had only medium severity or lower detected security vulnerabilities
- Majority of detected vulnerabilities were medium or lower
- Internal wireless network was well secured

- Two factor authentication widely used for access to critical systems

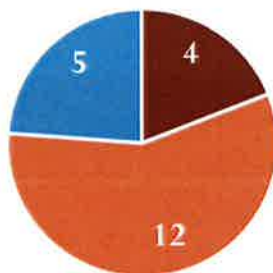
Key Findings

- Several Cross Site Scripting (XSS) issues detected in the web applications
- Some software, including applications and JavaScript libraries were found to be out of date
- Many systems did not adhere to cryptographic best practices for SSL/TLS configurations

Findings Summary

The following sections contain summaries of the overall assessment. They are not direct output from the assessment.

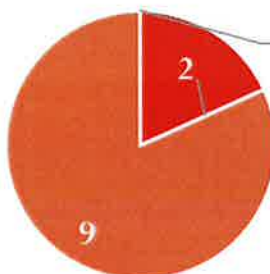
Overall Findings by Risk Level 2018



Severity	Count
Critical	0
High	4
Medium	12
Low	5

This represents a snapshot of the environment assessed, at a single point in time. Conditions may improve, deteriorate, or have remained the same since this report was compiled.

Overall Findings by Risk Level 2017



Severity	Count
Critical	2
High	0
Medium	9
Low	0

August 7, 2018

Prepared by: M. Pulles

Submitted by: C. Clary

Approved by: Paul A. Cook 

FINANCE AND PERSONNEL COMMITTEE

EXECUTIVE DIRECTORS' AND DEPARTMENT DIRECTORS'
EXPENSES PAID JULY 2017 THROUGH JUNE 2018

SUMMARY:

Pursuant to the Procedures "Travel and Expense Authorizations and Reimbursements", staff has assembled an expense summary for Committee review, as shown in Exhibits "A" and "B" for the District's Executive Directors and Department Directors for the fiscal year ended June 30, 2018. Provided below is a summary of all expenses.

**Executive Directors and
Department Directors:**

Name	Conference, Travel and Other District-related Expenses
Beeman, Beth	\$ 3,310
Burton, Kevin	3,091
Clary, Cheryl	4,718
Drake, Ken	4,495
Jacobson, Rob	3,919
Mossbarger, Tony	103
Roberts, Tom	6,961
Roney, Jenny	2,511
Sanchez, Fiona	14,932
Sheilds, Patrick	3,413
Weghorst, Paul	12,363
Zepeda, Jose	1,885
Sub-Total:	\$ 61,701

TOTAL:

\$ 61,701

FISCAL IMPACTS:

Conference, travel and other District-related expenses for the Executive Directors and Department Directors total \$61,701 for the fiscal year ended June 30, 2018.

ENVIRONMENTAL COMPLIANCE:

Not applicable.

RECOMMENDATIONS:

Receive and file.

LIST OF EXHIBITS:

Exhibit "A" – Expense Summary, All Members
Exhibit "B" – Expense Summary, By Individual

Exhibit "A"



Conference/Seminar or Monthly Expense Reports F.Y 2017 - 18

Through the Fourth Quarter, FY 2017 - 18

Description/Location	Registration Fees	Airfare	Lodging	Meals	Taxi/Shuttle/ Auto Rental	Parking Fees	Other	Mileage Reimb		Total
								# Miles	Amount	
Department Directors:										
Beth Beeman	2,148	-	472	-	-	16	674	-	-	3,310
Kevin Burton	950	450	1,110	174	135	92	180	-	-	3,091
Cheryl Clary	1,299	1,418	654	641	86	8	612	-	-	4,718
Ken Drake	3,485	-	-	698	-	-	312	-	-	4,495
Rob Jacobson	750	1,669	726	134	130	61	449	-	-	3,919
Tony Mossbarger	-	-	-	-	-	20	83	-	-	103
Tom Roberts	3,970	-	1,191	303	-	-	1,497	-	-	6,961
Jenny Roney	1,529	-	-	127	-	69	786	-	-	2,511
Fiona Sanchez	1,743	8,789	2,480	295	897	476	252	-	-	14,932
Patrick Sheilds	1,175	-	779	1,138	-	8	312	-	-	3,413
Paul Weghorst	1,903	5,996	2,468	652	657	433	254	-	-	12,363
Jose Zepeda	719	310	370	104	12	-	370	-	-	1,885
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
Total	\$ 19,671	\$ 18,632	\$ 10,250	\$ 4,267	\$ 1,917	\$ 1,183	\$ 5,781	-	\$ -	\$ 61,701

Exhibit "B"



Irvine Ranch Water District Conference/Seminar or Monthly Expense Report F.Y 2017 - 18

Beth Beeman
Through the Fourth Quarter, FY 2017 - 18

Date Paid	Date Incurred	Description/Location	Registration Fees	Airfare	Lodging	Meals	Taxi/Shuttle/ Auto Rental	Parking Fees	Other	Mileage Reimb		Total
<u>Monthly Expense Reports</u>												
Paid	July 2017	Monthly Expense Report	None this month									
	August 2017	Monthly Expense Report	None this month									
	September 2017	Monthly Expense Report	None this month									
	October 2017	Monthly Expense Report # 555707	899.00						429.00			1,328.00
	November 2017	Monthly Expense Report	None this month									-
	December 2017	Monthly Expense Report	None this month									-
	January 2018	Monthly Expense Report	None this month									-
Paid	February 2018	Monthly Expense Report	None this month									-
	March 2018	Monthly Expense Report # 643665							46.10			46.10
Paid	April 2018	Monthly Expense Report	None this month									-
	May 2018	Monthly Expense Report # 672683							199.00			199.00
	June 2018	Monthly Expense Report	None this month									-
<u>Conferences/Seminars and Other Non-local Travel</u>												
Paid	11/28/2017	ACWA 2017 Fall Conf., Anaheim, CA	699.00					16.00				715.00
Paid	01/23/2018	CASA Winter Conference, Palm Springs	550.00		471.72							1,021.72
Total			2,148.00	0.00	471.72	0.00	0.00	16.00	674.10	0.00	0.00	3,309.82

*Detail of Description/Location provided on Expense Report



**Irvine Ranch Water District
Conference/Seminar or Monthly Expense Report
F.Y 2017 - 18**

Kevin Burton
Through the Fourth Quarter, FY 2017 - 18

Date Paid	Date Incurred	Description/Location	Registration Fees	Airfare	Lodging	Meals	Taxi/Shuttle/ Auto Rental	Parking Fees	Other	Mileage Reimb		Total
<u>Monthly Expense Reports</u>												
Paid	July 2017	Monthly Expense Report	None this month									
	August 2017	Monthly Expense Report	None this month									
	September 2017	Monthly Expense Report	None this month									
Paid	October 2017	Monthly Expense Report # 563664							60.00			60.00
	November 2017	Monthly Expense Report	None this month									
	December 2017	Monthly Expense Report	None this month									
Paid	January 2018	Monthly Expense Report # 609669				20.76						20.76
	February 2018	Monthly Expense Report	None this month									
	March 2018	Monthly Expense Report	None this month									
Paid	April 2018	Monthly Expense Report	None this month									
	May 2018	Monthly Expense Report # 648819							116.00			116.00
	June 2018	Monthly Expense Report	None this month									
<u>Conferences/Seminars and Other Non-local Travel</u>												
Paid	11/15/2017	Fall 2017 CLEAN-17 Meeting, San Jose, CA		262.96	200.48	17.38	129.74	36.00	3.77			650.33
Paid	03/25/2018	NASTT - 2018 No-Dig Show, Palm Springs, CA	950.00		642.50	54.85		16.00				1,663.35
Paid	05/15/2018	May 2018 CLEAN-17 Meeting, Seattle, WA		187.40	266.72	80.66	5.75	40.00				580.53
Total			950.00	450.36	1,109.70	173.65	135.49	92.00	179.77	0.00	0.00	3,090.97

*Detail of Description/Location provided on Expense Report



**Irvine Ranch Water District
Conference/Seminar or Monthly Expense Report
F.Y 2017 - 18**

**Cheryl Clary
Through the Fourth Quarter, FY 2017 - 18**

Date Paid	Date Incurred	Description/Location	Registration Fees	Airfare	Lodging	Meals	Taxi/Shuttle/ Auto Rental	Parking Fees	Other	Mileage Reimb		Total
<u>Monthly Expense Reports</u>												
Paid	July 2017	Monthly Expense Report # 522657	None this month						6.50			6.50
	August 2017	Monthly Expense Report										
	September 2017	Monthly Expense Report										
	October 2017	Monthly Expense Report										
Paid	November 2017	Monthly Expense Report # 574671	None this month			22.58		8.00				30.58
	December 2017	Monthly Expense Report # 589701										
Paid	January 2018	Monthly Expense Report	None this month			56.26			580.00			636.26
	February 2018	Monthly Expense Report # 626668										
	March 2018	Monthly Expense Report										
	April 2018	Monthly Expense Report										
Paid	May 2018	Monthly Expense Report # 676668	None this month			56.01						56.01
	June 2018	Monthly Expense Report										
<u>Conferences/Seminars and Other Non-local Travel</u>												
Paid	09/25/2017	The Bond Buyer's CA Public Finance Conf, Carlsbad, CA	220.00	1,080.96	456.03	110.90			5.23			220.00
Paid	11/29/2017	ACWA 2017 Fall Conference, Anaheim, CA	699.00									
Paid	05/06/2018	GFOA 112th Annual Conference, St. Louis, MO	380.00									
Paid	06/25/2018	CSDA Strategies to Manage Increasing Pension Cost (Speaker), Olympic Valley, CA										
Total			1,299.00	1,417.94	653.47	641.23	86.47	8.00	612.25	0	0.00	4,718.36

*Detail of Description/Location provided on Expense Report



Ken Drake
Through the Fourth Quarter, FY 2017 - 18

Ken Drake
Through the Fourth Quarter, FY 2017 - 18

Ken Drake
Through the Fourth Quarter, FY 2017 - 18



Irvine Ranch Water District
Conference/Seminar or Monthly Expense Report
F.Y 2017 - 18

Rob Jacobson
Through the Fourth Quarter, FY 2017 - 18

Date Paid	Date Incurred	Description/Location	Registration Fees	Airfare	Lodging	Meals	Taxi/Shuttle/ Auto Rental	Parking Fees	Other	Mileage Reimb		Total
										# Miles	Amount	
<u>Monthly Expense Reports</u>												
	July 2017	Monthly Expense Report	None this month									-
Paid	August 2017	Monthly Expense Report # 537666				17.33						17.33
Paid	September 2017	Monthly Expense Report # 541683						1.50				1.50
Paid	October 2017	Monthly Expense Report # 555680							43.13			43.13
Paid	November 2017	Monthly Expense Report # 574672							395.88			395.88
	December 2017	Monthly Expense Report	None this month									-
Paid	January 2018	Monthly Expense Report # 609672				58.86			5.70			64.56
	February 2018	Monthly Expense Report	None this month									-
	March 2018	Monthly Expense Report	None this month									-
	April 2018	Monthly Expense Report	None this month									-
	May 2018	Monthly Expense Report	None this month									-
	June 2018	Monthly Expense Report	None this month									-
<u>Conferences/Seminars and Other Non-local Travel</u>												
Paid	09/26/2017	The Bond Buyer's CA Public Finance Conf, Carlsbad,	220.00									220.00
Paid	03/21/2018	GIOA 14th Annual Conference, Las Vegas, NV	150.00	587.96	269.84	52.94	29.62	60.00	4.28			1,154.64
Paid	05/06/2018	GFOA 112th Annual Conference, St. Louis, MO	380.00	1,080.96	456.02	4.97	100.45					2,022.40



**Irvine Ranch Water District
Conference/Seminar or Monthly Expense Report
F.Y 2017 - 18**

**Tony Mossbarger
Through the Fourth Quarter, FY 2017 - 18**

Date Paid	Date Incurred	Description/Location	Registration Fees	Airfare	Lodging	Meals	Taxi/Shuttle/ Auto Rental	Parking Fees	Other	Mileage Reimb		Total
										# Miles	Amount	
<u>Monthly Expense Reports</u>												
Paid	July 2017	Monthly Expense Report # 519651						20.00	83.09			103.09
	August 2017	Monthly Expense Report	None this month									-
	September 2017	Monthly Expense Report	None this month									-
	October 2017	Monthly Expense Report	None this month									-
	November 2017	Monthly Expense Report	None this month									-
	December 2017	Monthly Expense Report	None this month									-
	January 2018	Monthly Expense Report	None this month									-
	February 2018	Monthly Expense Report	None this month									-
	March 2018	Monthly Expense Report	None this month									-
	April 2018	Monthly Expense Report	None this month									-
	May 2018	Monthly Expense Report	None this month									-
	June 2018	Monthly Expense Report	None this month									-
<u>Conferences/Seminars and Other Non-local Travel</u>												
												-
Total			0.00	0.00	0.00	0.00	0.00	20.00	83.09	-	0.00	103.09



**Irvine Ranch Water District
Conference/Seminar or Monthly Expense Report
F.Y 2017 - 18**

**Tom Roberts
Through the Fourth Quarter, FY 2017 - 18**

Date Paid	Date Incurred	Description/Location	Registration Fees	Airfare	Lodging	Meals	Taxi/Shuttle/ Auto Rental	Parking Fees	Other	Mileage Reimb		Total
										# Miles	Amount	
<u>Monthly Expense Reports</u>												
	July 2017	Monthly Expense Report	None this month									-
Paid	August 2017	Monthly Expense Report # 541679	815.00			42.52						857.52
Paid	September 2017	Monthly Expense Report # 555664							1,497.00			1,497.00
Paid	October 2017	Monthly Expense Report # 570679	645.00									645.00
Paid	November 2017	Monthly Expense Report # 570680				74.50						74.50
Paid	December 2017	Monthly Expense Report # 600692	120.00		91.84	66.54						278.38
	January 2018	Monthly Expense Report	None this month									-
Paid	February 2018	Monthly Expense Report # 609780				96.36						96.36
Paid	March 2018	Monthly Expense Report # 645665	1,000.00			23.17						1,023.17
	April 2018	Monthly Expense Report	None this month									-
	May 2018	Monthly Expense Report	None this month									-
Paid	June 2018	Monthly Expense Report # 675686	1,390.00		1,098.69							2,488.69
<u>Conferences/Seminars and Other Non-local Travel</u>												
												-
Total			3,970.00	0.00	1,190.53	303.09	0.00	0.00	1,497.00	-	0.00	6,960.62

*Detail of Description/Location provided on Expense Report



**Irvine Ranch Water District
Conference/Seminar or Monthly Expense Report
F.Y 2017 - 18**

Jenny Roney
Through the Fourth Quarter, FY 2017 - 18

			Registration Fees	Airfare	Lodging	Meals	Taxi/Shuttle/ Auto Rental	Parking Fees	Other	Mileage Reimb		
Date		Description/Location								# Miles	Amount	Total
<u>Monthly Expense Reports</u>												
	July 2017	Monthly Expense Report	None this month									-
Paid	August 2017	Monthly Expense Report # 541671							86.50			86.50
Paid	September 2017	Monthly Expense Report	None this month									-
Paid	October 2017	Monthly Expense Report # 567664							165.31			165.31
Paid	November 2017	Monthly Expense Report # 579672				41.11						41.11
Paid	December 2017	Monthly Expense Report # 597667/# 600667						5.00	484.00			489.00
	January 2018	Monthly Expense Report	None this month									-
	February 2018	Monthly Expense Report	None this month									-
	March 2018	Monthly Expense Report	None this month									-
Paid	April 2018	Monthly Expense Report # 660666	1,112.00						50.00			1,162.00
Paid	May 2018	Monthly Expense Report # 672673				50.75						50.75
	June 2018	Monthly Expense Report	None this month									-
<u>Conferences/Seminars and Other Non-local Travel</u>												
Paid	08/27/2018	California HR Conference, Long Beach, CA	417.00			35.46		64.00				516.46

*Detail of Description/Location provided on Expense Report



**Irvine Ranch Water District
Conference/Seminar or Monthly Expense Report
F.Y 2017 - 18**

Fiona Sanchez
Through the Fourth Quarter, FY 2017 - 18

Date Paid	Date Incurred	Description/Location	Registration Fees	Airfare	Lodging	Meals	Taxi/Shuttle/ Auto Rental	Parking Fees	Other	Mileage Reimb		Total
										# Miles	Amount	
Monthly Expense Reports												
Paid	July 2017	Monthly Expense Report # 524665	699.00									699.00
Paid	August 2017	Monthly Expense Report # 547660		513.95			63.60	20.00	3.74			601.29
Paid	September 2017	Monthly Expense Report # 547667							69.99			69.99
	October 2017	Monthly Expense Report	None this month									
	November 2017	Monthly Expense Report	None this month									
Paid	December 2017	Monthly Expense Report # 593665			643.98	49.45	9.25	84.00	55.55			842.23
Paid	January 2018	Monthly Expense Report # 609704				20.12						20.12
	February 2018	Monthly Expense Report	None this month									
Paid	March 2018	Monthly Expense Report # 640665							49.00			49.00
	April 2018	Monthly Expense Report	None this month									
	May 2018	Monthly Expense Report	None this month									
	June 2018	Monthly Expense Report	None this month									
Conferences/Seminars and Other Non-local Travel												
Paid	09/06/2017	CSWRCB Board meeting/Hearing, Sacramento, CA		503.96		26.03	39.60	20.00				589.59
Paid	10/17/2017	ACWA Water Loss Summit, Sacramento, CA	270.00	481.96			23.10	24.00	7.98			807.04
Paid	10/04/2017	IRWD/SDCWA Regional Water, Sacramento, CA		503.96		8.01	17.10	24.00				553.07
Paid	11/15/2017	CA Commission Meeting, Sacramento, CA		519.96		24.97	63.60	20.00				628.53
Paid	11/20/2017	Long-Term Conservation Framework, Sacramento		519.96	171.80	6.41	63.60		7.98			769.75
Paid	12/04/2017	State Committee SB606 and AB1668, Sacramento		519.96		13.85		20.00				553.81
Paid	12/12/2017	Kern Fan Presentation, Sacramento, CA		519.96		14.99			28.23			563.18
Paid	01/10/2018	CA Commission Meeting, Sacramento, CA		519.96		37.62	63.60	30.00				651.18
Paid	01/18/2018	CA Steering Committee, Sacramento, CA		519.96		9.05	63.60	20.00				612.61
Paid	02/07/2018	CA Commission Meeting, Sacramento, CA		519.96	348.84		63.60	20.00	7.24			959.64
Paid	03/07/2018	CalWEP Partner Plenary, Sacramento, CA	75.00	519.96	147.45	17.57	141.30	24.00				925.28
Paid	03/22/2018	Calif. Environmental Dialogue, Sacramento,		497.96			96.00	24.00	3.99			621.95
Paid	04/24/2018	CA Water Commission Meeting, Sacramento, CA		523.96					9.00			532.96
Paid	05/01/2018	CA Water Commission WSIP, Sacramento, CA		523.96	459.00	37.77	68.23	86.00	2.25			1,177.21
Paid	05/08/2018	ACWA Spring Conference, Sacramento, CA	699.00	523.96	708.60	29.17	120.39	60.00	7.26			2,148.38
Paid	05/30/2018	CalWEP, San Francisco, CA		555.96								555.96
Total			1,743.00	8,789.31	2,479.67	295.01	896.57	476.00	252.21	-	0.00	14,931.77

*Detail of Description/Location provided on Expense Report



**Irvine Ranch Water District
Conference/Seminar or Monthly Expense Report
F.Y 2017 - 18**

**Patrick Shields
Through the Fourth Quarter, FY 2017 - 18**

Date Paid	Date Incurred	Description/Location	Registration Fees	Airfare	Lodging	Meals	Taxi/Shuttle/ Auto Rental	Parking Fees	Other	Mileage Reimb		Total
<u>Monthly Expense Reports</u>										# Miles	Amount	
Paid	July 2017	Monthly Expense Report # 530666				163.00						163.00
Paid	August 2017	Monthly Expense Report # 541677				86.55						86.55
Paid	September 2017	Monthly Expense Report # 553670			364.65	120.87						485.52
Paid	October 2017	Monthly Expense Report # 574670				126.00			312.00			438.00
Paid	November 2017	Monthly Expense Report # 584669				170.97		8.00				178.97
Paid	December 2017	Monthly Expense Report # 602666	625.00		414.46	226.00						1,265.46
Paid	January 2018	Monthly Expense Report # 606680	550.00			146.00						696.00
Paid	February 2018	Monthly Expense Report # 609776				99.00						99.00
	March 2018	Monthly Expense Report	None this month									-
	April 2018	Monthly Expense Report	None this month									-
	May 2018	Monthly Expense Report	None this month									-
	June 2018	Monthly Expense Report	None this month									-
<u>Conferences/Seminars and Other Non-local Travel</u>												
Total			1,175.00	0.00	779.11	1,138.39	0.00	8.00	312.00	-	0.00	3,412.50

*Detail of Description/Location provided on Expense Report



**Irvine Ranch Water District
Conference/Seminar or Monthly Expense Report
F.Y 2017 - 18**

**Paul Weghorst
Through the Fourth Quarter, FY 2017 - 18**

Date Paid	Date Incurred	Description/Location	Registration Fees	Airfare	Lodging	Meals	Taxi/Shuttle/ Auto Rental	Parking Fees	Other	Mileage Reimb		Total
<u>Monthly Expense Reports</u>												
Paid	July 2017	Monthly Expense Report # 531666	None this month					25.00	40.95			65.95
Paid	August 2017	Monthly Expense Report # 541669							121.84			121.84
Paid	September 2017	Monthly Expense Report # 548664					41.50					41.50
Paid	October 2017	Monthly Expense Report # 572666/#574674					21.70			21.70		43.40
	November 2017	Monthly Expense Report										-
Paid	December 2017	Monthly Expense Report # 589705/# 589698				66.28		63.00	8.16			137.44
Paid	January 2018	Monthly Expense Report # 609696				9.00	55.66		10.02			74.68
Paid	February 2018	Monthly Expense Report # 636665	699.00									699.00
Paid	March 2018	Monthly Expense Report # 650665						106.88				106.88
Paid	April 2018	Monthly Expense Report # 668668		523.96								523.96
	May 2018	Monthly Expense Report	None this month									-
	June 2018	Monthly Expense Report	None this month									-
<u>Conferences/Seminars and Other Non-local Travel</u>												
Paid	06/28/2017	Dudley Ridge Water District, Board of Directors, Fresno, CA		776.82		33.79	60.00	30.00				900.61
Paid	07/21/2017	Prop 1 WSIP meeting, Sacramento, CA		575.96		5.73	55.35	20.00	3.74			660.78
Paid	10/29/2017	Bureau of Reclamation Title XVI Funding, Denver, CO		767.96	182.58	20.82	73.05	60.00				1,104.41
Paid	10/16/2017	Meeting w/State Land Commission Executive Officer regarding Huntington Beach Desal, Sacramento, CA		503.96		47.59	62.00	20.00	3.99			637.54
Paid	10/18/2017	CA Water Commission, Sacramento, CA		503.96		5.41	56.13		9.18			574.68
Paid	11/28/2017	ACWA 2017 Fall Conference, Anaheim, CA	699.00					16.00				715.00
Paid	12/12/2017	CWC Kern Fan Presentation, Sacramento, CA		260.00	275.30	38.56	26.90		3.01			603.77
Paid	12/13/2017	CRWUA Annual Conference, Las Vegas, NV	505.00		217.01	10.27	35.60					767.88
Paid	01/09/2018	Calif. Water Commission Grant Meeting, Sacramento, CA		519.96	401.80	70.86	70.06	26.00	14.31			1,102.99
Paid	01/17/2018	State Water Contractors - Kern Fan, Sacramento, Ca		519.96		9.37	64.80	20.00	3.99			618.12
Paid	02/07/2018	CA Water Commission, Sacramento, CA		519.96	306.99	81.45	38.00	20.00				966.40
Paid	05/01/2018	CAlif. Water Commission WSIP Meeting, Sacramento, CA		523.96	1,084.48	189.83	59.15	26.00	13.33			1,896.75
												-
Total			1,903.00	5,996.46	2,468.16	652.16	656.70	432.88	254.22	-	0.00	12,363.58

*Detail of Description/Location provided on Expense Report



**Irvine Ranch Water District
Conference/Seminar or Monthly Expense Report
F.Y 2017 - 18**

**Jose Zepeda
Through the Fourth Quarter, FY 2017 - 18**

Date Paid	Date Incurred	Description/Location	Registration Fees	Airfare	Lodging	Meals	Taxi/Shuttle/ Auto Rental	Parking Fees	Other	Mileage Reimb		Total
										# Miles	Amount	
<u>Monthly Expense Reports</u>												
Paid	July 2017	Monthly Expense Report # 530668							49.99			49.99
	August 2017	Monthly Expense Report	None this month									-
	September 2017	Monthly Expense Report	None this month									-
	October 2017	Monthly Expense Report	None this month									-
Paid	November 2017	Monthly Expense Report # 606679				81.27						81.27
	December 2017	Monthly Expense Report										-
	January 2018	Monthly Expense Report										-
	February 2018	Monthly Expense Report	None this month									-
Paid	March 2018	Monthly Expense Report	None this month									-
	April 2018	Monthly Expense Report	None this month									-
	May 2018	Monthly Expense Report # 673685	719.00	309.96	370.12	22.49	11.68		320.00			1,753.25
	June 2018	Monthly Expense Report	None this month									-
<u>Conferences/Seminars and Other Non-local Travel</u>												
												-
Total			719.00	309.96	370.12	103.76	11.68	0.00	369.99	-	0.00	1,884.51

August 7, 2018

Prepared by: T. Mossbarger

Submitted by: C. Clary

Approved by: Paul A. Cook



FINANCE AND PERSONNEL COMMITTEE

ENTERPRISE SERVER AND STORAGE REPLACEMENT

SUMMARY:

Staff requested proposals from three firms for enterprise server and storage replacement equipment. Based on a thorough evaluation of the proposals, staff recommends that the Board approve a General Plant expenditure of \$303,000 with Sirius Computer Solutions for purchase, installation, and configuration of enterprise server and storage replacement equipment.

BACKGROUND:

The current enterprise server and storage equipment, purchased and installed in 2011, provides server processing and storage for the District's enterprise applications and files, is nearing end of service. The applications include Oracle Financials (EBS), Oracle Business Intelligence (BI), Oracle Customer Care and Billing (CC&B), Maximo, and Micro Focus file storage services.

Staff requested proposals for enterprise server and storage equipment from three pre-qualified vendors that are certified providers of Nutanix server and storage equipment. Nutanix is a leader in hyper-converged systems which provide both virtual memory processing and storage services. The District currently uses virtualized servers as part of its existing infrastructure and hyper-converged systems, which are the newest enterprise technology. Proposals were received from Carahsoft Technology Corp, Sirius Computer Solutions, and Nutanix Inc. The results were as follows:

<u>Vendor</u>	<u>Proposal Amount</u>
Sirius Computer Solutions	\$303,000
Nutanix, Inc.	\$674,000
Carahsoft Technology Corp.	\$709,000

Sirius Computer Solutions had the best overall pricing for the enterprise server and storage replacement equipment, providing the District significant discounts from list pricing; and has extensive experience providing equipment installation and implementation services to the District.

FISCAL IMPACTS:

Funds for the enterprise server and storage replacement are included in the Fiscal Year 2018-19 Capital Budget for General Plant replacement.

ENVIRONMENTAL COMPLIANCE:

This item is not a project as defined in the California Environmental Quality Act Code of Regulations, Title 14, Chapter 3, Section 15378.

RECOMMENDATION:

That the Board approve a general plant expenditure of \$303,000 with Sirius Computer Solutions to purchase and implement the enterprise server and storage replacement equipment.

EXHIBITS:

None.