

RIVERSIDE PUBLIC UTILITIES

Board Memorandum

BOARD OF PUBLIC UTILITIES

DATE: FEBRUARY 27, 2017

ITEM NO: 8

SUBJECT: RIVERSIDE PUBLIC UTILITIES BOARD POLICY GUIDE

ISSUE:

Adopt revisions to the Board Policy Guide to incorporate previously approved and adopted policies.

RECOMMENDATION:

That the Board of Public Utilities adopt revisions to the Board Policy Guide to incorporate previously approved and adopted policies.

BACKGROUND:

On June 20, 2014, the Board of Public Utilities reviewed and adopted the present Board Policy Guide and Standing Rules. The Board Policies are divided into the following three areas and biennial review of each policy is assigned to a specific Board committee:

- A. Utility Business Policies, which includes the Board's Standing Rules
- B. Board Specific Policies
- C. Customer Relations/Finance

Board Policies were due for review in June 2016.

DISCUSSION:

In the thirty months since the last formal review of the Policy Guide, the Board has approved and referred to the City Council for adoption a number of independent policies in the areas of Energy Risk Management; Internal Compliance; and Fiscal, Real Property and Water Portfolio management.

Proposed revisions to the Board Policies are attached, in both red-lined and clean format, which incorporate the previously approved policies into the Board Policies. Specifically, revisions to the Policy Guide include:

1. Revision to Section 4 of the Standing Rules (Policy A-1) to reflect the codification of the Code of Ethics and Conduct into the Riverside Municipal Code
2. Strategic Plan to Policy A-2
3. Real Property Financial Management Policy to Policy A-5
4. Energy Risk Management Policy and National Electric Reliability Corporation and Western Electric Coordinating Council Internal Compliance Program to Policy A-8
5. Water Portfolio Management Policy to Policy A-9
6. Add Fiscal Policies as Policy A-11

The Board does not recommend any new policies or adjustments to the organization in the other two policy areas, including Customer Relations/Finance.

Staff recommends further review of the Board Policy guide in Q2 and Q3 2017 to address issues including:

1. What is a Board policy v. a staff procedure?
2. How do we link policies and KPI's?
3. Do we need other policies to address:
 - a. Sustainability?
 - b. Public Hearings?
 - c. Closed Sessions?
 - d. Quasi-judicial proceedings?
 - e. Other?
4. Is the presently adopted Committee structure appropriate and adequate to address Utility 2.0 strategies?

Staff will work with the Board Chair to identify a timeframe to refer these matters back to the Board for review and potential action.

FISCAL IMPACT:

There is no fiscal impact in adopting revisions to the Board Policy Guide.

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Attachments:

1. Board Policy Guide – red-lined version
2. Board Policy Guide – clean copy