



STAFF REPORT

TO: Chairman and Board Members
FROM: Mark Foree, General Manager
DATE: November 10, 2015
SUBJECT: Discussion and action on additional General Manager performance objectives for contract year 2015/2016

RECOMMENDATION

The Board adopt the additional General Manager performance objective for contract year 2015/2016 shown below and any others the Board may want to add.

DISCUSSION OF ADDITIONAL PROPOSED GOAL

At the October 21 Board meeting the Board adopted the attached GM performance objectives for contract year 2015/2016 with the understanding that more objectives may be considered at the next meeting. The General Manager recommends that the following performance objective be added to the objectives previously approved by the Board:

“Develop a Strategic Plan with the Board with assistance from a Strategic Planning consultant and complete for Board adoption by June 30, 2016”

The reason for this recommendation is that there has been quite a lot of Board discussion regarding setting Board policies and this process is recommended to help direct that process.



TO: Chairman and Board Members
FROM: Mark Foree, General Manager
DATE: October 3, 2015
SUBJECT: **Discussion and Action on Request for Board Input and Acceptance of General Manager Performance Objectives for Contract Year 2015/2016**

RECOMMENDATION

The TMWA Board review the objectives proposed herein, provide input to the proposed objectives and approve the objectives as amended by the Board discussion.

DISCUSSION

As in the past the Board has requested an opportunity to discuss and approve specific objectives and criteria that the General Manager would be working to accomplish during the current fiscal year. These objectives and criteria would be used to evaluate the performance of the General Manager at the end of the contract year. Below are suggestions for the Board's discussion and input:

General Objectives

- A) Direct the preparation of and propose financial plans, investment strategies, funding plans and adjustments to rates and charges that will continue to keep TMWA in long term financial stability; including preparation of budgets and financial reporting that comply with Nevada Revised Statutes and the Securities and Exchange Commission (SEC).
- B) Develop proactive communications plans to address upcoming issues (e.g., topics affecting water supply, drought planning, utility integration/consolidation and rate changes) and to keep all stakeholders including the Board, the employees, and the customers informed through a variety of mediums. Respond to media inquiries and provide informational interviews.
- C) Create a community presence for TMWA through participation in community committees, boards, and networking organizations and by providing presentations and information to these groups; offer Truckee River, Chalk Bluff Plant and/or other informational Tours to the community.

- D) Continue to create a highly productive work environment and a highly motivated employee team by developing, training, retaining and recruiting the highest quality employees.
- E) Strive for continuous improvements in processes and operations targeting initiatives that will enhance revenues and/or reduce operating costs thus keeping customer rates as low as possible.

Specific Objectives

- 1) Complete 2016-2035 Water Resource Plan draft, present to Standing Advisory Committee (SAC), Board of Directors and public at several workshops/public meetings; and based on comments/input received, present final draft to the SAC for their recommendation and to the Board of Directors for approval/adoption; forward adopted plan to the Western Regional Water Commission (WRWC) for incorporation into the Regional Water Management Plan.
- 2) Develop/refine Drought Response Plan for post-TROA implementation conditions, including water supply planning for the 2016 irrigation season, and detailed public/customer communications/outreach plan and present to the SAC for their recommendation and Board for approval no later than the end of March.
- 3) Participate in the Governor's Drought Forum meetings, provide data and presentations as requested, keep the Board of Directors advised regarding same.
- 4) Look for opportunities to enhance TMWA's water supply and drought supply and submit recommendations to Board of Directors and follow Board direction regarding same.
- 5) Monitor and participate in any Legislative activities during the interim period, prepare and deliver presentations to Interim Legislative Committees as requested, keep the Board updated and informed regarding legislative matters, and pursue Board direction regarding Legislative issues. Facilitate open communications between legislators and the TMWA Board.
- 6) Continue to monitor federal legislation for opportunities to obtain funding for a variety of TMWA projects, including TROA.
- 7) Manage financing and funding options to maximize benefits to TMWA customers through investment income strategies and short-term commercial paper programs. Evaluate market conditions for opportunities for bond refinancing(s) focused on refinancing of TMWA's 2006 bonds, to achieve cost savings in compliance with TMWA's Debt Management Policy if market conditions present.
- 8) Update the 5-year Funding Plan and propose Board actions based on the results of the planning cycle updates. Implement Board directions with regard to funding plan outcomes.

- 9) Analyze TMWA's financial position in regard to any necessary rate adjustments or water facility charge adjustments, report results of analysis to the SAC and Board of Directors and follow Board direction regarding same.
- 10) Carefully analyze opportunities to acquire water rights and resources in the market in consideration of current inventory and financial constraints. Insure adequate resources are available through TMWA Rule 7.
- 11) Provide staff support to the SAC, Truckee Meadows Community Forestry Coalition and the Truckee River Fund (TRF) Advisors and ensure communications regarding TRF projects.
- 12) Manage and direct activities relative to legal issues, keeping the Board informed on all such matters.
- 13) Update TMWA Administrative Instructions as required to ensure they are compliant with applicable laws and current practices. Deliver updates to the Board and employees, and implement the changes.
- 11) Minimize cost impacts to customers by maximizing investment and hydroelectric income, pursuing revenue enhancement and collection opportunities, pursuing process improvements and projects that drive savings in TMWA expenses, and actively pursuing grant/low-interest loan funding for projects.
- 12) Continue work to develop a Workforce Strategic Plan to include employee retention and recruitment strategies as well as succession planning strategies focused on replacing senior management team members who have announced approximate retirement dates.
- 13) Develop/refine strategies to optimize conjunctive use of surface water and groundwater resources for the consolidated water utility; further develop/refine drought supply operational strategies; and implement plans.
- 14) Continue to develop, refine and implement strategies to mitigate pre-merger groundwater conditions on the Mt. Rose fan.
- 15) Work with the TROA signatory parties and other agencies toward the successful implementation of TROA.
- 15) Work collaboratively with the City of Reno, the City of Sparks, Washoe County and other agencies in regard to regional water issues, regional economic development initiatives, etc.