

FISCAL YEAR 2020 BOARD PERFORMANCE REPORT

#	Objective	Outcome	Measurements/Successes	Accomplishments
I. The Board provides transparent governance with a commitment to ethical, business-like and lawful conduct.				
1	Annually, adopt a capital and operating budget that represents Valley Water's mission of providing Silicon Valley safe, clean water for healthy life, environment and economy.	On or before June 15 hold a hearing to receive public input on the proposed capital and operating budget, and to review financial reserves and reserve management policy.	By June 30, adopt by resolution a <i>balanced</i> capital and operating budget for upcoming fiscal year, in accordance with the District Act.	<ul style="list-style-type: none"> • 4/29/20 – Budget Work Study session conducted to review the FY21 Proposed Budget, financial reserves/policy, and receive public comments. • 5/26/20 – Adopted FY21 Operating and Capital Budget and directed staff to return in September to discuss additional budget outcomes and requirements due to COVID-19.
2	Annually, adopt groundwater rate adjustments; and review for mid-year water rate adjustment, if required.	Adopt water rate adjustments annually, no later than June 1; and review for mid-year water rate adjustment no later than December 15.	Board conducts outreach and holds public meetings and hearings, including a public hearing in South County, prior to adopting groundwater water rates and mid-year adjustment review, if necessary.	<ul style="list-style-type: none"> • 2/28/20, written rate setting notices were mailed to all owners and operators of water-producing facilities within Valley Water's boundaries. • 4/28/20, the Board held a public hearing on the groundwater production charges for FY20-21 and accepted public comments • 5/26/20 - Board approved “No Rate Increase” to water charges and directed the Chair to create a Budget Committee to work with staff to prepare for mid-year water rates adjustment review in September 2020. • Due to COVID-19 shelter in place restrictions, no South County public hearing was held.
3	Ensure that District and Board business is conducted in a transparent, ethical, business-like, and lawful manner.	A. Comply with state mandated training and form filing requirements and ensure that District business is conducted in an ethical, business-like, and lawful manner.	Board members comply 100% with requirements of AB1825-Sexual Harassment Prevention Training (Sept. 2007); AB1234-Ethics Training (Oct. 2005); the Political Reform Act; Ralph M. Brown Act; Public Records Act; District Lobbyist Ordinance; and Board Governance Policies.	<ul style="list-style-type: none"> • 12/30/19 - AB1825 Harassment Prevention Training • Conflict of Interest Form 700s filed by 4/1/20
		B. All Board and Committee meetings allow for and encourage public participation and engagement, and meet all Brown Act, District Act and Board Governance Policies requirements.		<ul style="list-style-type: none"> • Board and Brown Acted Committee meetings allowed time for public comment and participation, and were conducted in Accordance with the Brown Act, District Act, and Board Governance Policies. Adjustments were made to comply with new Brown Act requirements under the COVID-19 restrictions.
4	Conduct, monitor and implement annual board-commissioned audit planning.	Regularly review board-commissioned audits and provide input and approve Board Audit Work Plan through the Board Audit Committee and regular reports to the Board.	Percentage of audit recommendations implemented.	<ul style="list-style-type: none"> • 1/14/2020 – Board approved FY19-21 Annual Audit Work Plan as recommended by the BAC (added three desk reviews and an encroachment audit for the future) • 4/28/2020 – Board approved extending the Audit Services agreement with TAP International, Inc. to 6/30/21 • 5/12/2020 – Board received and discussed final Audit Report and Management Response for Contract Change Order Audit conducted by TAP International, Inc. The Board requested staff return with a report on the status of implementation of Recommendations on Change Orders, as contained in final Audit Report, page 3
5	Publicly review Board compensation, meeting limit determination, and board member expense reports.	Board convenes a public hearing and receives public input on Board compensation and monthly meeting limits. Board regularly reviews Director expense reports during open session Board meetings.	Annually hold a public hearing by February to discuss monthly Board compensation and determine number of compensated days per month; and quarterly review and approve board member expense reports.	<ul style="list-style-type: none"> • 2/11/20 - Public hearing held and findings made that there was a need to continue to receive pay for up to 15 days per month and increase meeting fee by 5%; adopted Ordinance No. 20-01, allowing pay for 15 days per calendar month and increasing meeting compensation fee to \$316.06 for calendar year 2020 • 12/10/19, 3/10/20, 6/9/20, 9/8/20 - Review and approval of Quarterly Expense Reports

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II.The Board provides linkage to the Community.				
1	The Board is committed to providing excellent service to all customers, and engaging the community by working with governmental agencies and regulatory organizations, sharing information, holding public information meetings, and participating on external committees.	A. Yearly, by the end of February, the Board Chair will nominate for Board approval, appointments to internal and external committees.	Board reviews, provides input and approves the Chair's committee nominations, by end of February.	• 2/11/20 – Board reviewed and approved Chair proposed committee nominations, and reviewed the purposes of the committees, renaming, disbanding, and repurposing as appropriate.
		B. Directors will regularly provide committee reports at monthly Board meetings.	Board reviews committee agendas/reports at all regular board meetings.	• Through the standing Committee Report Item on the Board Agenda, Board Committee Chairs provide regular reports on board committee meetings, advisory committee meetings, and share agendas for upcoming committee meetings with the full Board.
		C. The Board will regularly communicate District business with the public via social media, news media, email communication, public meetings, etc.	Board engages with the public via in-person meetings, telephone, public meetings, social media, news media, email communication, public meetings, etc.	• Correspondences Received – 201 (90 Responses; 110 Noted) • NextDoor Posts – 64 (5.3 Monthly Average) • Editorial Columns – 19 (1.6 Monthly Average) • Blogs – 72 (6.0 Monthly Average) • Press Releases/Advisories – 15 (1.3 Monthly Average) • Community Meetings – 18 (1.5 Monthly Average) • Media Inquiries – 50 (4.2 Monthly Average) • Graphics Support – 353 (29.4 Monthly Average)
III. The Board develops, implements and monitors organizational governance policies and priorities.				
1	Board develops Annual Board Work Plan identifying long-term goals, related strategies, and appropriate monitoring methods.	Board develops annual Board Work Plan by engaging in an annual strategic planning and goal setting session.	Board members provide regular reports on assigned Board Work Plan priorities to the full Board through committee reports and board agenda items.	• The Board Advisory Committees receive updates on the Board Work Plan priorities and strategies and their quarterly meetings. • Board Work Plan priorities and strategies assigned to Board Standing Committees are incorporated into their work plans. • Board Work plan priorities and strategies requiring full Board review and input are incorporated into the Board Policy Planning Calendar.
IV. The Board conducts and monitors BAO Performance				
1	Board will produce assurance of BAO performance and determine BAO Compensation.	The Board will conduct regular BAO evaluations and discuss BAO compensation annually in accordance with BAO performance evaluation process.	Board conducts regular BAO evaluations and compensation review.	The Board held the following BAO Evaluation/Compensation review sessions - 7/23/19, 3/10/20, and 6/23/20