

FROM: General Manager Adam Cox

RE: Appointment of Ad Hoc Committee to Review Board Policies

BACKGROUND:

It is prudent during the normal course of business for the Board and administration to periodically review the policies and procedures (collectively, "Board Policies") of the District.

EXECUTIVE SUMMARY:

Most CPUD Board Policies have not been reviewed since at least 2019; some policies have not been reviewed or revised since at least 2015.

Board Policy 4060 ("Committees of the Board of Directors") prescribes that the Chairperson of the Board may appoint ad hoc committees for the District, subject to duties..." outlined at the time of appointment, and the committee shall be considered dissolved when its final report has been made."

The existing Board Policies that we can identify do not always provide adequate guidance for CPUD administration.

The CPUD Board and administration should work collaboratively to review and revise Board Policies in a manner consistent with the District's mandate to effectively serve its constituency.

RECOMMENDATION:

It is recommended that (1) the Chairperson announce members of, and the Board approve the appointment of, an ad hoc committee charged with reviewing existing CPUD Board Policy; and,

(2) the Board direct the ad hoc committee to work collaboratively with CPUD's administration and legal counsel in drafting proposed amendments, additions, or deletions to Board Policy; and,

(3) the Board direct that a final report be made by the ad hoc committee no later than the Board's May 28, 2024 meeting.

FISCAL IMPACT:

Estimated under \$1,500 which has already been budgeted under Professional and/or Legal Services.
