

Board Update Meeting Summary | Friday, November 20, 2015

This summary may not include all agenda items and is not considered official minutes of the meeting.

For complete meeting agenda and video, click [here](#).

Employee Recognition:

General Manager Girish Balachandran recognized Customer Service Manager Christine Spahr for her hard work dedication to our customers and the community over the past 14 years and gave best wishes for her retirement.

Board of Public Utilities approves Consent Calendar Items without comment as listed below:

- Approval was given for the expenditure of \$55,000 for underground electrical installation at Indiana Avenue between Lakepointe Drive and Capriole Road.
- Approval of additional \$29,474 on work order 1325128 to complete water services for single family residential development at La Sierra Avenue and Orchard View Lane
- Approval was given for new water service installations at La Sierra Avenue and Pierce Street for \$71,175 to service a commercial/retail development.

Board approved Professional Services Agreement for the Financial and Performance Audit Program.

General Manager Girish Balachandran explained that when our Finance Division was defining the scope of work for the audits requested by the City Manager it was determined that an outside auditor was needed to perform many aspects of the audits. Assistant City Manager Marianna Marysheva-Martinez provided a presentation explaining the process for the selection of Baker-Tilly and the defined scope of work. Approval was given for an expenditure \$135,000 for the financial and performance audits, and to recommend that the City Council approve a Professional Services Agreement with Baker Tilly Virchow Krause, LLP and recommend that the City authorize the City Manager to execute the Agreement.

Board approved revisions to Real Property Financial Management Policy to reflect commercial operation of the Mission Square office complex

Deputy General Manager Kevin Milligan explained the need for changes to the Real Property Financial Management Policy to reflect changes in our role as a property owner that leases out space within the Mission Square building and to indicate that space would be leased out to tenants at market rate. The board voted to make proposed changes along with their own modifications to strengthen the language and protect RPU real property assets.

Board approved bid for granular activated carbon removal and replacement contract

Assistant General Manager Todd Jorgenson provided background on the need for activated carbon removal and replacement at the Palmyrita Water Treatment Plant in order to continue to treat 2.5 billion gallons annually at Palmyrita for domestic use. The board approved a three-year contract with Calgon Carbon Corporation for \$1,032,000 of which 70% of this cost is reimbursed by Shell Oil.

Board discussed future Board of Public Utilities Meeting Schedule

Board Chair Susan Cash conducted discussion regarding changes to future days and meetings times for Board of Public Utilities board meetings. General Manager Girish Balachandran spoke to changes in January's meetings from January 1 and 15 to a regular meeting on January 22 and the next joint meeting with the City Council on January 25, 2016. The board decided that future intentions are to move the regular meetings to night time, on the first and third Wednesdays of each month at 6:30pm. Staff will report back with available facilities on proposed dates and times. Standing rules will need to come back to the board to be approved when new meeting times will be adopted on December 18, 2015.

General Manager's Report:

- Recognized the Customer Relations staff for their achievements winning Public Relations Society of America awards for their H2O billboard campaign and BlueRiverside.com website redesign in response to the drought and for the most recent Financial Report.
- Read a resignation limerick from Board Member Nick Ferguson who has left the board citing health reasons.

Items requested by the Board at Future Meetings: none