

CEO BULLETIN



To: **Board of Directors**
From: **Norma J. Camacho, Interim CEO**

Chief Executive Officer Bulletin

Week of September 22 - 28, 2017

Board Executive Limitation Policy EL-7:

The Board Appointed Officers shall inform and support the Board in its work. Further, a BAO shall 1) inform the Board of relevant trends, anticipated adverse media coverage, or material external and internal changes, particularly changes in the assumptions upon which any Board policy has previously been established and 2) report in a timely manner an actual or anticipated noncompliance with any policy of the Board.

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LeZotte

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Based on current projected work, there is a need to provide construction management staff for small capital improvement projects that occur during a specific period of each year.

Staff is planning to construct two Watersheds Asset Rehabilitation projects in the summer months of each year and is also projecting the need to provide construction management staff for Water Utility small capital improvement projects that occur during the winter months of each year.

Instead of using outside construction management services, the water district may consider adding in-house staff for these seasonal construction projects and to represent the water district in providing good on-site customer service. To handle this additional work, staff is estimating a need for one construction manager and two field inspectors.

Upon receiving further direction from the Board, staff can request these three new positions in the Fiscal Year 2019 Budget.

For further information, please contact Ngoc Nguyen at (408) 630-2632.

