



# **Zone 7 Water Agency**

## **Strategic Planning Priorities**

**August 2017**

## Introduction

This document is intended to be a quick reference to Zone 7 Water Agency's *Strategic Planning Priorities* identified by the Board of Directors with input from members of the staff.

Establishing *Strategic Planning Priorities* enables Zone 7 to focus on its most immediate needs in an efficient and cost-effective manner. Participation of employees and the retailers not only improves the process and ultimate work product but it also helps secure their support for what the Agency needs to accomplish to effectively serve the public and comply with its mission statement. Ranking the strategic priorities helps Zone 7 staff know where to focus its attention in a sea of too many priorities to possibly address at the same time. Review by the Board of Directors and Executive Staff of the strategic planning priorities will take place periodically and will help ensure that tasks are finished, continue to be pursued, or adjusted as circumstances may require.

# Strategic Planning Priorities

Zone 7 Water Agency's Strategic Planning Priorities are in support of its mission statement that was developed during a Board of Directors workshop several years ago and is considered still very relevant.

*Zone 7 is committed to providing a reliable supply of high-quality water and an effective flood control system to the Livermore-Amador Valley. In fulfilling our present and future commitments to the community, we will develop and manage the water resources in a fiscally responsible, innovative, proactive, and environmentally responsible way.*

The five general priorities headings under which more specific strategic planning priorities are listed are not placed in any particular order of importance. The strategic planning priorities under each general heading, however, are listed in order of importance as identified by the Board of Directors and the Executive Staff as constituted at the time. Some priorities that were not scored by the Board and Executive Staff as being "given" (meaning they are obviously a priority), have been moved to a higher position on the list.

## **1 Provide customers with a reliable, cost-effective and safe water supply.**

- 1.1 Provide safe, adequate, reliable, cost effective drinking water to the retailers for their customers and Zone 7's constituency.
- 1.2 Comply with all water quality regulatory requirements.
- 1.3 Ensure long-term water supply reliability for the valley.
- 1.4 Operate and maintain, and upgrade and/or replace when appropriate, existing treatment plants, transmission facilities and other infrastructure.
- 1.5 Protect and properly manage groundwater supplies.
- 1.6 Update long-term water supply planning.

- 1.7 Review water reliability policy.
- 1.8 Continue to work with other South Bay Aqueduct contractors to explore possible advantages of increased opportunities for local water storage or partnership in regional water supply projects.
- 1.9 Work with retailers to develop more local water supplies, including the use of more recycled water.
- 1.10 Participate in Delta discussions to protect the Agency's contractual water supply from the State Water Project.
- 1.11 Fulfill contractual water supply obligations.
- 1.12 Plan, design and construct additional water treatment plants and transmission facilities as they become necessary.
- 1.13 Balance improving water quality with fiscal constraints.
- 1.14 Develop long-term balanced management of watersheds, including a plan for the future of the Lake Del Valle Property.
- 1.15 Manage the watershed to maintain and improve source water quality to protect public health and safety.
- 1.16 Continue implementation and development of planning for the Chain of Lakes.

## **2 Provide Eastern Alameda County with an effective system of flood protection.**

- 2.1 Continue the stream maintenance program to maintain the effectiveness of flood protection facilities.
- 2.2 Continue implementation and development of planning for the Chain of Lakes.
- 2.3 Revisit the SMMP in light of current and long-term fiscal constraints.
- 2.4 Collaborate with cities and landowners on flood protection improvements.
- 2.5 Cooperate and collaborate where necessary and beneficial with various state and federal agencies in environmental enhancement efforts.
- 2.6 Consider alternative funding sources for the SMMP.
- 2.7 Incorporate any implementation of the SMMP into the CIP.
- 2.8 Obtain multi-year programmatic permit and engineering report for stream maintenance.
- 2.9 Increase public awareness of flood preparedness efforts.

### **3 Provide the Agency with effective organization, administration and governance.**

- 3.1 Evaluate staff organization in light of changing work functions and demands.
- 3.2 Continue to evaluate and, if beneficial, separate some functions from the County.
- 3.3 Develop a succession plan to ensure continued effective management and operations of the Agency.
- 3.4 Improve internal communications.
- 3.5 Work with community colleges and water agency associations in efforts to attract and retain sufficient staff to offset anticipated retirements.
- 3.6 Increase staff productivity and effectiveness with greater use of technology.
- 3.7 Develop a digital-based, integrated, secure and remotely accessible database of engineering plans and drawings, project management data linked to cost factors, and other correspondence and information.
- 3.8 Assure adequate security and emergency preparedness.

#### **4 Operate the Agency in a fiscally-responsible manner.**

##### 4.1 Maintain the Agency's fiscal health

- 4.1.1 Produce a Comprehensive Annual Financial Report (CAFR) annually
- 4.1.2 Complete a credit rating for the agency to enable bond financing for future capital projects
- 4.1.3 Maintain the Agency's reserves to meet the requirements

##### 4.2 Ensure integrity and transparency of the Agency's financial processes and develop internal controls for the following policies and any future related policies:

- 4.2.1 Reserve Policy
- 4.2.2 Purchasing Policy
- 4.2.3 Investment Policy
- 4.2.4 Debt Policy

##### 4.3 Evaluate the cost/benefits of functions traditionally performed by the Zone's consultants and contractors.

##### 4.4 Continue to participate in regional and other efforts to obtain state and federal grant funds to offset the cost of facilities and programs.

##### 4.5 Continue review of procurement, contracting and other practices to see where more cost savings can be obtained.

## **5 Increase public understanding of the Agency and its functions.**

- 5.1 Improve public outreach efforts and collaboration with retailers.
- 5.2 Continue water conservation and flood preparedness emphasis in the Agency's public information efforts.
- 5.3 Improve the effectiveness of communicating Zone's messages to the public.
- 5.4 Maintain and improve the Agency's media relations program.
- 5.5 Maintain an effective schools program.
- 5.6 Evaluate the use of technology to convey the Agency's messages
- 5.7 Cooperate with other public agencies for recreational access by the public on appropriate agency properties.