

ROCHESTER PUBLIC UTILITIES
BOARD POLICY STATEMENT

POLICY SUBJECT: Board Responsibilities and Functions

POLICY OBJECTIVE:

The Board intends to clearly state its responsibilities and the functions that it must perform to properly direct the affairs of the City utility systems which it controls.

POLICY STATEMENT:

1. The Board's principal role is to provide policy direction, to the RPU management and staff.
2. In providing policy direction, the Board will represent the interests of its customer owners and will make timely policy decisions.
3. The Board will carry out its responsibilities by exercising the following functions:
 - a. Appoint a General Manager who is directly responsible for management of the RPU organization.
 - b. Adopt and maintain a mission statement or similar document which identifies the fundamental philosophy by which the Board intends to carry out its responsibilities.
 - c. With assistance from the General Manager, establish strategic goals which support the RPU mission, vision and core values and provide the direction needed by management to prepare operational plans.
 - d. Ensure that the RPU has a long-range operational plan and review and approve, each year, a plan which is presented by the General Manager.
 - e. With assistance from the General Manager, make broad policy decisions and prepare written policy statements to guide future Board decisions and provide the direction needed by management to prepare management policies and procedures.
 - f. Review, modify, and approve the capital and operating budgets presented each year by the General Manager.
 - g. Review, modify, and approve all rates and other published charges for services provided.

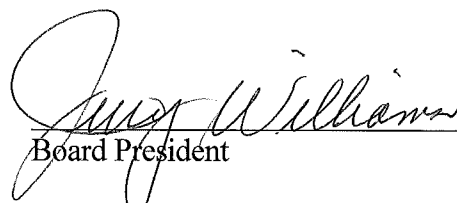
- h. Review, modify, and approve all financing programs, including the borrowing of money, if necessary.
- i. Ensure that an independent audit of the RPU's financial statements is performed annually.
- j. Upon advice of the General Manager, review, modify, and approve organizational structure and, consistent with Section 15.05 of the Home Rule Charter, staffing levels, personnel policies, labor agreements, salary administration and fringe benefit programs.
- k. Monitor and evaluate the performance of management, and through management, the performance of all employees. Formally evaluate the performance of the General Manager at least annually.
- l. Ensure that the RPU operates in accordance with the City Charter, specific directives of the Common Council, and all other applicable legal requirements.
- m. Serve as the body of appeal for persons and groups who desire to be heard on matters under consideration by the Board or on questions arising from the RPU's policies, operations, rates, or the actions of employees.
- n. Keep informed about matters which affect decisions facing the Board.
- o. Ensure the long-term usefulness of the RPU to the City of Rochester and its customer owners by providing training for Board, management, and staff.


RELEVANT LEGAL AUTHORITY: City of Rochester Home Rule Charter Chapter XV

EFFECTIVE DATE OF POLICY: December 27, 1984

DATE OF POLICY REVIEW: February 28, 2012

POLICY APPROVAL: March 27, 2012


Board President


Date