

General Counsel's Business Plan

July 19, 1999

To: Legal and Claims Committee—Action
From: General Counsel _____
Subject: General Counsel's 1999/2000 Business Plan

RECOMMENDATION(S)

It is recommended that the Legal and Claims Committee approve the 1999/2000 Business Plan for the Legal Department as set forth in Attachment A.

EXECUTIVE SUMMARY

The Legal and Claims Committee is responsible for the oversight of the General Counsel's performance and activities. The General Counsel's proposed 1999/2000 Business Plan is submitted herein.

DETAILED REPORT

Pursuant to the procedures adopted by the Board in July, 1999, the General Counsel is required to annually prepare a business plan for the Legal Department in conjunction with those of other District departments, as well as goals and objectives for the General Counsel and the Legal Department. The proposed business plan for the 1999/2000 fiscal year is submitted as Attachment A for the Committee's review and approval.

BL:rl

Attachment A

General Counsel's Business Plan	
Legal Department Objectives for Fiscal Year 1999/00	
Priorities/Supporting Activities	Expected Outcome
A. Strategic Plan - Provide the Board with the technical tools to adopt a plan that would determine Metropolitan's role and relationship with member agencies and formulate the policy objectives and guidelines for the implementation of a revised rate structure and IRP.	
Evaluate the resources and capital infrastructure investments required to meet water quality and supply reliability goals over the next 50 years.	Provide competent and timely legal advice and representation to assist in implementation of MWD objectives
Implement Pricing and rate management strategies for classes of service in delivering water and in providing supply reliability and quality and to support water management programs, including conservation, recycling and groundwater storage.	Provide necessary legal support for a revised rate structure
Provide resources for Board adoption of new governance structure.	Provide assistance to Board in resolving legal issues associated with adoption of new structure
Long-range Financial Planning	
Update the guidelines for financing the resources and capital infrastructure investments as required.	Provide necessary legal support for an updated Long-Range Finance Plan
B. Colorado River - Maintain the availability of a full aqueduct supply that meets, or is superior to, water quality standards at the lowest possible cost.	
Ensure a long-term reliable Aqueduct supply: adequate water quality and watershed protection to protect public health and safety and meet water quality standards and supply management goals; and full environmental compliance.	Provide competent and timely legal advice and representation to assist in implementation of MWD objectives
C. State Project Water/CALFED - long term source protection and water quality improvement.	
Participate through the CALFED process to secure implementation of specific actions consistent with Board policies to protect existing SWP supply reliability, increase drought-year supplies and improve source water quality.	Provide competent and timely legal advice and representation to assist in implementation of MWD objectives
	Continued protection of Metropolitan's existing contracts
D. Business Management/ Water Services - Ensure responsible day-to-day oversight of internal activities	
Ensure delivery of water supply within budget and with no water quality violations.	Provide competent and timely legal advice and representation to assist in implementation of MWD objectives
Implement Capital Improvement program within budget objectives and on schedule.	Provide legal support to ensure minimization of project claims, increased costs, and delays to project

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Legal Department Objectives for Fiscal Year 1999/00	
Priorities/Supporting Activities	Expected Outcome
Ensure Y2K compliance related to distribution, treatment, and other core business systems.	Provide competent and timely legal advice in legal issues arising from Y2K
E. Administration	
Conduct a review of the Legal Department's operations	Ensure that the operations of the Legal Department, including the organization, administration, contracting procedures, budget process are cost-effective and efficient
F. Human Resources	
Provide legal guidance and support to Metropolitan's reorganization plan	Ensure appropriate legal support in issues relating to the workforce
G. Facilities (Land and Contracts)	
Acquisition, management, and disposal of Metropolitan's property, and annexations	Successful acquisition and continued management and disposal of property as required
	Complete acquisition of all necessary property for capital projects and needed legal support for annexations
Develop Eastside Recreation Program proposal and obtain land use approvals.	Significant progress in approval of land use entitlements and development of business plans for capital improvement.
Metropolitan's construction contracts	Protection of Metropolitan's legal interests in construction contracts
H. Litigation	
Claims and litigation by or against Metropolitan	Represent Metropolitan in all legal matters, including litigation and the disposition of pending claims and provide quality legal service to the District in an efficient and cost effective manner
I. Legislation	
Pending legislation and draft legislative recommendations	Timely and accurate review of legislation