

Staff Report

TO: Board of Directors
FROM: Greg Jones, Assistant General Manager
DATE: October 25, 2023
SUBJECT: Board Policy 3200 – Claims Against the District (Consent)

ADMINISTRATION

RECOMMENDATION:

Adopt a resolution amending Board Policy 3200 - Claims Against the District.

BACKGROUND:

On October 11, 2023, the Board reviewed and discussed proposed updates to Policy 3200, which will allow District staff the ability to effectively meet statutory deadlines associated with claims against the District and help expedite the claims process.

NID receives on average approximately 35 claims in any given year, ranging in price from \$75 to in excess of \$25,000. All claims are assessed by the Assistant General Manager and/or passed to NID's insurance carrier as necessary for their review.

BUDGETARY IMPACT:

There is no budgetary impact associated with this policy change.

GJ

Attachments (3)

- Resolution No. 2023-45 – Amending Policy 3200 – Claims Against the District
- BOD Policy 3200 - Clean
- BOD Policy 3200 – Red Line



RESOLUTION NO. 2023-45
OF THE BOARD OF DIRECTORS OF THE NEVADA IRRIGATION DISTRICT
AMENDING ADMINISTRATIVE POLICY -
Claims Against the District

WHEREAS, the Nevada Irrigation District (the "District") intends to establish and revise, from time to time, administrative policies to guide the operations and management of the District; and

WHEREAS, proposed updates will allow District staff the ability to effectively meet statutory deadlines associated with claims against the District and help expedite the claims process.

NOW, THEREFORE, BE IT RESOLVED, the Board of Directors of the Nevada Irrigation District hereby adopts updates to the following policy as attached and shall be incorporated herein:

#3200 – Claims Against the District

BE IT FURTHER RESOLVED, that the attached policy shall be incorporated into the District Policy Manual, and the Board Secretary is hereby authorized to assign and revise policy numbers and format and reformat the attached, as needed for an organized, comprehensive policy manual.

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PASSED AND ADOPTED by the Board of Directors of the Nevada Irrigation District at a regular meeting held on the 25th day of October, 2023 by the following vote:

AYES:	Directors:
NOES:	Directors:
ABSENT:	Directors:
ABSTAINS:	Directors:

President of the Board of Directors

Attest:

Secretary to the Board of Directors

Nevada Irrigation District

POLICY MANUAL

POLICY TITLE: Claims Against the District
POLICY NUMBER: 3200

The purpose of this policy is to provide guidance for processing property damage and personal injury claims against the District, and to authorize settlement of claims.

3200.1 Process

The Assistant General Manager shall receive and investigate all claims against the District. Claims in excess of the District insurance deductible shall be forwarded to the insurance company, as soon as practical. The District staff will not consider a claim of an amount in excess of the insurance deductible, including the cost of investigation, without prior written approval of the District's insurance company. Claims for personal injury/wrongful death shall not be investigated by the District staff but shall be immediately forwarded to the District's insurance company.

3200.2 The General Manager and the Assistant General Manager shall have the authority to settle damage claims which have been deemed appropriate for settlement up to \$10,000.

3200.3 Claims which have been deemed appropriate for settlement in the amount of more than \$10,001 shall be submitted to the Board of Directors for its consideration during a closed session of a regular or special meeting.

3200.4 Rejection of Claims

Claims that are not deemed appropriate for settlement shall be rejected by the General Manager and/or the Assistant General Manager.

Adopted: October 12, 2016 via Resolution No. 2016-34

Revised: March 23, 2022 via Resolution No. 2022-16

Revised: July 27, 2022 via Resolution No. 2022-45

Revised: October 25, 2023 via Resolution No. 2023-47

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3200.4 Rejection of Claims

Claims that are not deemed appropriate for settlement shall be rejected. ~~Claims up to \$10,000 may be rejected~~ by the General Manager and/or the Assistant General Manager. ~~Claims in excess of \$10,001 shall be reviewed, and if deemed appropriate for settlement, may be rejected by the Board of Directors during a regular or special meeting.~~

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Revised: DATE