

MEMORANDUM

TO: Board of Trustees

THROUGH: Indra S. Winqest
District General Manager

FROM: Paul Navazio
Director of Finance

SUBJECT: Authorization to Transact Under Blanket Purchase Orders for Fiscal Year 2021/22, Pursuant to NRS 332.115 and Board Policy 3.1.0

DATE: September 2, 2021

I. RECOMMENDATION

Staff recommends that the Board of Trustees authorize blanket Purchase Orders for selected vendors for FY2021/22 transactions for amounts not-to-exceed those specified in Attachment A to this Board memo.

II. BACKGROUND

Prior to September 2020, Board Policy 3.1.0 provided that contracts not subject to the advertising and competitive bidding requirements established by the NRS (332.115) may be “authorized, approved and executed by the General Manager.”

In September 2020, Board Policy 3.1.0 was revised by the Board such that the General Manager’s spending authority is now strictly limited to contracts not exceeding \$50,000. Policy 3.1.0 no longer provides General Manager authority to approve contracts (and Purchase Orders) that are exempt from public advertising and competitive bidding requirements under the NRS.

Accordingly, Board approval is needed to establish blanket Purchase Orders for planned procurement activities assumed within the FY2021/22 approved budget, estimated to exceed \$50,000 and for which no further action is required per applicable NRS provisions and Board policies.

NRS 332.115 provides for selected exceptions to the public advertising and competitive bidding requirements.

While previous Board policy delegated authority to approve these purchases to the General Manager, as a result of amendments to Board Policy 3.1.0, Board approval is now required for most Purchase Orders exceeding \$50,000.

This agenda item seeks Board approval to establish blanket Purchase Orders for selected vendors where transactions are:

- 1) Estimated to exceed \$50,000 for fiscal year 2021/22, and
- 2) Where the commodity or service procured is specifically exempted (NRS 332.115) from public advertising and competitive bidding requirements.

III. DISCUSSION

The District's Purchasing Policy establishes that a purchase order is required for any contract or procurement exceeding \$5,000. While many Purchase Orders are tied to specific contracts or individually bid procurements, blanket Purchase Orders are used to cover multiple transactions with a single vendor, typically for routine and recurring transactions.

Most Purchase Orders exceeding \$50,000 require Board approval, provided that the underlying contract has been let consistent with the public bidding requirements set forth in the NRS as well as the District's Purchasing Policy.

Exceptions to public advertising and competitive bidding requirements

NRS 332.115 provides for selected exceptions to the public advertising and competitive bidding requirements (see attached).

While previous Board policy delegated authority to approve these purchases to the General Manager, as a result of amendments to Board Policy 3.1.0, Board approval is now required for most Purchase Orders exceeding \$50,000.

Additionally, Purchase Orders or procurement of selected services are deemed authorized through Board approval of the annual budget and, as such, do not require additional Board action.

Included as Attachment A to this Board memo is a schedule of those vendors for which ongoing and routine District expenditures are estimated to exceed \$50,000 for Fiscal Year 2021/22, and for which transaction activity has been determined to be exempt from the public advertising and competitive requirements of the NRS. Attachment A also provides a brief description of the commodity or service to be procured via the proposed Purchase Orders.

Transactions Deemed Approved Via the Annual Budget Process.

A select number of procurement transactions are deemed approved by the Board of Trustees via funding approved as part of the annual budget process, and for which no additional Board approval is required. These transactions are generally associated with banking, insurance and utility costs established via inter-agency agreements, or services provided by single-source providers.

A listing of these estimated annual costs, as provided for in the approved FY2021/22 budget, is included in Attachment A for disclosure purposes.

IV. CONCLUSION

This agenda item seeks Board approval to establish blanket Purchases Orders for selected vendors, as specified in Attachment A, where transactions are:

- 1) Estimated to exceed \$50,000 for Fiscal Year 2021/22, and
- 2) Where the commodity or service procured is specifically exempted (NRS 332.115) from public advertising and competitive bidding requirements.

V. ATTACHMENTS

Attachment A:

Schedule of FY2021/22 Blanket Purchase Orders by Vendor (amounts Not-to-Exceed)

Attachment B:

NRS 332.115 - Contracts not adapted to award by competitive solicitation

Vendor	Lead Dept	Board Approval Required	EXEMPT from Bidding NRS 332.115	2021/22 Estimates	Comments / Descriptions
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Supplies and Services

Active Networks, LLC	IT	Y	1.i.2	\$ 80,000	Provides annual software maintenance and support to RTP point of sales system for ski and food and beverage. This purchase is not subject to competitive bidding within the meaning of NRS 332.115 (1) (b) (c) (h).
Belkorp AG, LLC	PW	Y	1.d	\$ 55,000	Provider of John Deere parts and repairs.
Kassbohrer All Terrain Vehicles	PW	Y	1.a, d.	\$ 100,000	The Diamond Peak grooming fleet consists of five Pisten Bully snow cats and KATV is the North American dealer for sales, service, and parts. All service and repair parts other than a few oil filters, fuel filters, and light bulbs are only available through KATV and no other aftermarket parts are available. This purchase is not subject to competitive bidding as provided in NRS 332.115 (1) (a).
Incline Auto Parts (NAPA)	PW	Y	x	\$ 100,000	Local upplier of vehicle parts and supplies for Fleet services.
CDW Government, Inc.	IT	Y	1.i.2		Purchase of information technology equipment under GSA and other joinder agreement contracts. This purchase is not subject to competitive bidding within the meaning of NRS 332.115 (1) (c) (d) (g) (m).
Clean Harbor (formerly Stericycle)	PW	Y	1.a.b.	\$ 65,000	Annual household hazardous waste (HHW) processing (packing, transport, disposal, manifests, labor) services.
Dell Computer Corporation	IT	Y	1.g	\$ 75,000	Purchase of tablets, computers, switches and associated parts and supplies for District technology needs. Currently, there are over 200 personal computers and laptops manufactured by Dell in use throughout the District. Of this count, approximately 50 are in rotation to be replaced. Other items purchased from Dell are personal computer hardware, network equipment and uninterruptible power supplies. The District currently gets the benefit of purchasing Dell computers and peripherals with contract pricing. This purchase is not subject to competitive bidding within the meaning of NRS 332.115 (1) (c) (d) (g) (m).
Hill Brothers Chemical Co.	PW	Y	1.a	\$ 78,944	Sole source supplier of a disinfection chemical Mag Hydroxide used for Water Resource Recovery Facility.
Olin Corporation	PW	Y	1.o	\$ 80,162	Provides chemicals used by utilities (sodium hypochlorite) and aquatics.
PQ Corporations	PW	Y	1.a	\$ 123,546	Provider of sodium silicate for Burnt Cedar WDP
Solenis, LLC	PW	Y	1.a	\$ 81,842	Supplier of polymer for solid waste handling operation, purchased in monthly quantities
Turf Star, Inc.	PW	Y	1.d	\$ 130,000	A large portion of the equipment for both golf courses and the parks department is manufactured by Toro, Tycrop, and Carryall. Turf Star is the northern Nevada dealer. This includes equipment such as mowers of all sizes, utility vehicles, fertilizer sprayer, aeration equipment, core collection equipment, large vacuums, brushes, etc. All service and repair parts not available through aftermarket sources are purchased from them. This purchase is not subject to competitive bidding within the meaning of NRS 332.115 (1) (a) (d).
Western Nevada Supply	District-wide	Y	1.a.d.	\$ 77,829	These items are clamps for pipe repair, valves, pipe, meter yokes, etc. These are replacement parts for the water and wastewater systems. We call for quotes on these items from other vendors, unless Western Nevada Supply is the sole distributor in the area. In this case this purchase is not subject to competitive bidding within the meaning of NRS 332.115 (1) (a).

Purchase Orders Subject to GM Authority

Grainger	District-wide	N		< \$50K	Supplier of industrial tools and materials for repair and maintenance across the District's departments.
Harris Co.(MSGovern and Innoprise)	IT	N		< \$50K	The fee covers software maintenance and user support for Finance, Payroll and Human Resources, Attendance Enterprise (Timekeeping devices and software) and Third Party Support systems such as Unisys and Secure Pay. The District has purchased additional licenses which add
OfficeMax, Inc. (Office Depot) Office Max is not a vendor	Fin	N		< \$50K	The District purchases a variety of office supplies across all venues. These purchases are made under a State pricing contract
Tahoe Supply Company, LLLC	Bldg.	N		< \$50K	The District purchases the majority of the janitorial supplies from Tahoe Supply Company which is then dispersed to the different venues from the Sweetwater warehouse. They are a locally owned Incline Village company with warehouses in Carson City and Reno and can provide product and support on demand. Their prices consistently meet or beat other suppliers.
Sierra Pacific Turf Supply, Inc.	Golf	N		< \$50K	This is for fertilizer and chemicals in support of the golf courses. Purchases of fertilizer and chemicals are made after obtaining competitive pricing from each vendor and selecting the best price
Village Ace Hardware	District-wide	N		< \$50K	Specific staff are identified in qualifying venues to purchase corrective repair and minor supply items throughout their season. The authorized list is reviewed monthly. Each purchase is individually reconciled.

Vendor	Lead Dept	Board Approval Required	EXEMPT from Bidding NRS 332.115	2021/22 Estimates	Comments / Descriptions
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Direct Fuel Purchases

Flyers Energy, LLC	PW	Y	1.o	\$ 120,000
Thomas Petroleum	PW	Y	1.o	\$ 100,000

The District receives price quotes from each vendor in advance of each purchase. Three vendors are regularly considered. They are Flyers Energy, LLC, Petroleum Distributors, and Thomas Petroleum, LLC.

Purchase Orders Subject to GM Authority

Petroleum Distributors	PW	N		< \$50K
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Purchases for Resale Inventory

Sierra Meat Co.	F&B	Y	1.p	\$ 175,000
Southern Wine & Spirits	F&B	Y	1.p	\$ 135,000
Swire Coca-Cola USA	F&B	Y	1.p	\$ 50,000
Sysco Food Services	F&B	Y	1.p	\$ 60,000
US Foodservice, Inc.	F&B	Y	1.p	\$ 450,000

Purchase Orders Subject to GM Authority

Acushnet Company	Golf	N		< \$50K
Breakthru Beverage NV Reno, LLC	F&B	N		< \$50K
Callaway Golf/Ogio	Golf	N		< \$50K
Capital Beverage	F&B	N		< \$50K
Cobra PUMA Golf	Golf	N		< \$50K
Greg Norman / Tharanco Lifestyles, LLC	Golf	N		< \$50K
L&C Cook Specialty Foods, Inc.	F&B	N		< \$50K
New West Distributing	F&B	N		< \$50K
Produce Plus	F&B	N		< \$50K

The District routinely buys food, beverage and alcohol items and soft goods for resale. All of these purchases are exempt from bidding requirements. Each represent over \$25,000 in fiscal year purchases.

TRANSACTIONS AUTHORIZED THROUGH ANNUAL BUDGET APPROPRIATIONS - Exempt from Separate Board Action

Banking

Wells Fargo Bank, NA	Fin	exempt		< \$50K
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Insurance

Menath Insurance (Nevada POOL/PACT)	Fin	exempt		\$ 725,245
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Utilities

AT&T	Fin	exempt		up to amount(s) if included FY2021/22 budget.
NV Energy	Fin	exempt		
Southwest Gas	Fin	exempt		
Waste Management	PW	exempt		

NRS 332.115 Contracts not adapted to award by competitive solicitation; purchase of certain equipment by local law enforcement agency, response agency or other local governmental agency; purchase of goods commonly used by hospital.

1. Contracts which by their nature are not adapted to award by a competitive solicitation, including contracts for:
 - (a) Items which may only be contracted from a sole source;
 - (b) Professional services;
 - (c) Additions to and repairs and maintenance of equipment which may be more efficiently added to, repaired or maintained by a certain person;
 - (d) Equipment which, by reason of the training of the personnel or of an inventory of replacement parts maintained by the local government is compatible with existing equipment;
 - (e) Perishable goods;
 - (f) Insurance;
 - (g) Hardware and associated peripheral equipment and devices for computers;
 - (h) Software for computers;
 - (i) Maintenance and support for:
 - (1) Hardware and associated peripheral equipment and devices for computers; and
 - (2) Software for computers;
 - (j) Equipment containing hardware or software for computers;
 - (k) Books, instructional materials, library materials and subscriptions;
 - (l) Motor vehicle fuel purchased by a local law enforcement agency for use in an undercover investigation;
 - (m) Motor vehicle fuel for use in a vehicle operated by a local law enforcement agency or local fire department if such fuel is not available within the vehicle's assigned service area from a fueling station owned by the State of Nevada or a local government;
 - (n) Purchases made with money in a store fund for prisoners in a jail or local detention facility for the provision and maintenance of a canteen for the prisoners;
 - (o) Supplies, materials, equipment or services that are available pursuant to an agreement with a vendor that has entered into an agreement with the General Services Administration or another federal governmental agency located within or outside this State;
 - (p) Items for resale through a retail outlet operated in this State by a local government or the State of Nevada;
 - (q) Commercial advertising within a recreational facility operated by a county fair and recreation board;
 - (r) Goods or services purchased from organizations or agencies whose primary purpose is the training and employment of persons with disabilities; and
 - (s) The design of, and equipment and services associated with, systems of communication,

↪ are not subject to the requirements of this chapter for a competitive solicitation, as determined by the governing body or its authorized representative.
2. The purchase of forensic equipment and supplies used in forensic analysis or other equipment for use by a local law enforcement agency in the course of an undercover investigation is not subject to the requirements of this chapter for a competitive solicitation, as determined by the governing body or its authorized representative, if:
 - (a) The equipment is an electronic or mechanical device which by design is intended to monitor and document in a clandestine manner suspected criminal activity;
 - (b) Purchasing the equipment pursuant to such requirements would limit or compromise the use of such equipment by an agency authorized to conduct such investigations; or
 - (c) The equipment and supplies are:
 - (1) Used in analysis in such investigations; or
 - (2) Required to comply with specific forensic standards or quality standards.
3. The purchase of personal safety equipment for use by a response agency or any other local governmental agency is not subject to the requirements of this chapter for a competitive solicitation, as determined by the governing body or its authorized representative, if:
 - (a) The personal safety equipment will be used by personnel of the response agency or other local governmental agency in preventing, responding to or providing services of recovery or relief in connection with emergencies, acts of terrorism or other natural or man-made disasters in which the health, safety or welfare of those personnel may be compromised, impaired or otherwise threatened; and
 - (b) The cost of the personal safety equipment is comparable to the cost of similar personal safety equipment that is available for purchase by the public.
4. The purchase of goods commonly used by a hospital, including, without limitation, medical equipment, implantable devices and pharmaceuticals, by the governing body of a hospital or its authorized representative is not subject to the requirements of this chapter for a competitive solicitation. The governing body of the hospital or its authorized representative shall make available for public inspection each such contract and records related to those purchases.
5. This section does not prohibit a governing body or its authorized representative from advertising for or requesting responses.
6. As used in this section:
 - (a) "Act of terrorism" has the meaning ascribed to it in [NRS 239C.030](#).
 - (b) "Personal safety equipment" means safety equipment that personnel of a response agency or other local governmental agency:
 - (1) Use in the course of preventing, responding to or providing services of recovery or relief in connection with emergencies, acts of terrorism or other natural or man-made disasters; or
 - (2) Wear or otherwise carry on a regular basis.

↪ The term includes, without limitation, firearms, boots, bulletproof vests or other types of body armor, protective garments, protective eyewear, gloves, helmets, and any specialized apparatus, equipment or materials approved or recommended by the United States Department of Homeland Security.
 - (c) "Response agency" means an agency of a local government that provides services related to law enforcement, firefighting, emergency medical care or public safety.

(Added to NRS by [1975, 1538](#); A [1987, 296, 1484](#); [1991, 337, 349, 648, 1934, 1935](#); [1997, 132](#); [1999, 889, 1684](#); [2001, 1317](#); [2003, 620, 2262](#); [2005, 226, 2554](#); [2019, 773](#))



Conduct Meetings of the Board of Trustees Policy 3.1.0

POLICY. The Board of Trustees will establish the time and place of the regular meeting of the Board of Trustees of the Incline Village General Improvement District and provide the manner in which special meetings of said District may be called, designating the meeting location, and establishing the order of business and rules for its proceedings for the Incline Village General Improvement District, Washoe County, State of Nevada

Notice and conduct of all meetings shall conform with the provisions in Nevada Revised Statutes (NRS) 241.020 and NRS 281A (Ethics In Government). Meeting minutes and transcripts of meeting will be in compliance with NRS 241.035.

- 0.1 Regular Meetings.** The regular meeting times and location shall be set by the Board of Trustees.
- 0.2 Special Meetings.** Special meetings of the Board of Trustees shall be held upon call of the Chair of the Board or at least two of the Trustees.
- 0.3 Meeting Place.** All Board of Trustees meetings shall be held within the District.
- 0.4 Item(s) of Business/Agenda Preparation.** The Board Chair, in cooperation with the General Manager, is responsible for preparing the agenda and supporting materials for each meeting. The Chair, in cooperation with the General Manager, will place on the Agenda any item requested by a fellow Trustee. If a person or party, including the general public, wishes to have a matter considered by the Board, a written request should be submitted to the General Manager, in advance of the meeting, allowing enough time for staff research. The amount of advance time required will be determined by the General Manager, based upon Board Policy, administrative procedure, and the facts in each instance. Unless directed otherwise by the Board, the Chair and the General Manager may delay consideration of an item, based upon the length of an agenda, need for coordination with other agenda items, meeting efficiency, or other considerations.



Conduct Meetings of the Board of Trustees Policy 3.1.0

No matter shall be heard or acted upon without all relevant materials. Public comment may be scheduled for individual agenda items in addition to the initial and closing public comment period at the discretion of the Chair. Unless otherwise determined, the time limit shall be three (3) minutes for each person wishing to make a public comment. Unless otherwise permitted by the Chair, no person shall be allowed to speak more than once on any single agenda item.

The item(s) of business at the regular meetings of said Board may include, but are not limited to:

- Pledge of Allegiance
- Roll call of Trustees
- Initial Public Comment – not to include comments on General Business items with scheduled public comment
- Approval of Agenda
- Public Hearings (if any)
- District Staff Update (if any) – once a month the General Manager is to provide a formal written report outlining the contracts/expenditures s/he approved with proper spending authority (under \$50,000)
- Review of the long range calendar
- Legal Counsel Update (if any)
- Reports to the Board – Reports are intended to inform the Board and/or the public
 - Audit Committee (if appropriate)
 - Treasurers Report (if any)
 - Payment of Bills – For District payments exceeding \$10,000 or any item of capital expenditure, in the aggregate in any one transaction, a summary of payments made shall be presented to the Board at a public meeting for review. The Board hereby authorizes payment of any and all obligations aggregating less than \$10,000 provided they are budgeted and the expenditure is approved according to District signing authority policy.
- Consent Calendar (if any)



Conduct Meetings of the Board of Trustees Policy 3.1.0

- In cooperation with the Chair, the General Manager may schedule matters for consideration on a Consent Calendar. The Consent Calendar may not include changes to budget, user rates or taxes, adoption or amendment of ordinances, or any other action which is subject to a public hearing. Each consent item shall be separately listed on the agenda, under the heading of "Consent Calendar". A memorandum containing all relevant information will be included in the packet materials for each Consent Calendar item. The memorandum should include the justification as a consent item in the Background Section.
- Any member of the Board may request the removal of a particular item from the consent calendar and that the matter shall be removed and addressed in the General Business section of the meeting.
- A unanimous affirmative vote shall be recorded as a favorable motion and approval of each individual item included on the Consent Calendar.
- General Business
- Approval of minutes
- Reports
 - Reports are intended to inform the Board and/or the public.
- Final Public Comment
- Adjournment

0.5 Rules of Proceedings.

- a. Public Meetings. All meetings of the Board shall be in accordance with NRS 241, the Nevada Open Meeting Law.
- b. Quorum. A majority of the Board of Trustees present in person or by remote communication shall constitute a quorum for the transaction of business. In no event shall any matter be approved without the affirmative vote of three trustees.
- c. Method of Action. The Board of Trustees shall act only by motion which, to become effective, shall be adopted by the affirmative vote of at least a majority of its members, which is



Conduct Meetings of the Board of Trustees Policy 3.1.0

three (3), unless otherwise provided by statutes, including but not limited to NRS 318.280 and NRS 318.350. In the event of only three members present, the method of action must be unanimous.

The District and its Board will operate according to NRS 281A, Ethics In Government. Should a conflict of interest be a concern, the Trustee will abide by NRS 281A and potentially abstain from voting. According to NRS 241.0355, an abstention is not a vote in favor.

- d. Recording Vote. All Trustees present and voting, shall have their yes/ayes and no/nays taken on all actions taken and entered into the minutes. All Trustees shall have the equal right to vote, make and second motions. If the vote for/against any item is not unanimous, the Chair may ask the Clerk to conduct a roll call vote.
- e. Ordinances. The enacting clause of all ordinances passed by the Board shall include the word "ordinance" and be consecutively numbered. All actions to pass or revise an ordinance shall be attested by the Secretary.
- f. Contracts. Contracts proposed and/or estimated to exceed \$50,000 must be approved by the Board of Trustees. The General Manager has the authority to execute contracts, not to exceed \$50,000, so long as the funds were budgeted for the specific purpose. All documents approved or awarded by the Board shall be signed in the name of the District by the Chair and countersigned by the Secretary, unless authorization to sign is given to another person(s) by the Board.
- g. Claims. The Board of Trustees may engage the General Manager and General Counsel to negotiate on behalf of IVGID, the settlement of all property damage, personal injury, or liability claims. Final settlement of such claims must be approved by the Board. The General Manager may accept a tentative



Conduct Meetings of the Board of Trustees Policy 3.1.0

settlement, which shall not be final and binding upon IVGID, unless and until approved by the Board of Trustees.

- h. Litigation. The General Manager must obtain Board of Trustees authorization, at a public meeting, to initiate any lawsuit, appeal any decision or judgement, or retain legal counsel to defend a lawsuit.

0.6 Robert's Rules. Unless contrary to this rule, such meetings shall be substantially conducted in conformity with Robert's Rules of Order unless those provisions conflict with Chapter 241 of the NRS, in which case, the statutes will prevail.

0.7 Reconsideration. Reversal, or substantial modification, of any item by the Board of Trustees within six months of the meeting date at which the action was taken, shall only be considered as follows:

- The General Manager may request reconsideration of any action of the Board, and place reconsideration of the action before the Board, if the General Manager determines that the action compromises the efficiency of operations or otherwise impairs the effective management of the District.
- A Board action may also be scheduled for reconsideration if at least three Trustees make the request.
- Written requests for reconsideration by any other person or party, including members of the general public, will be distributed to the Trustees but shall not be placed on the Board agenda, without the concurrence of at least three Trustees, as provided above.

If the original action was taken after a Public Hearing, a second Public Hearing shall be held in conjunction with any reconsideration.

Once placed on the agenda under the procedure established herein, the Board may rescind, modify, reaffirm, or take no action on the item; in the same manner it would take action on any other General Business agenda item.



Conduct Meetings of the Board of Trustees Policy 3.1.0

- 0.8 Officers of the Board.** As the first item of General Business at the first meeting of the calendar year, the Board of Trustees shall elect a Chair, Vice Chair, Treasurer, and Secretary. Each will begin their term immediately after the election and to assume their role for the duration of the first meeting continuing until the next election.

According to NRS 318.085(1), the role of Treasurer and the Secretary may be fulfilled by someone other than a Trustee.

Should a vacancy occur, the Board of Trustees shall follow NRS 318.090(5) to fill the vacancy. The most current roster for the current Board of Trustees is located on the District's website.

- 0.9 Advisory Committees.** The Board of Trustees may from time to time establish citizen committees to advise it on policy matters of the District. All such committees shall serve at the pleasure of the Board, and the Board shall have the authority to remove any member or all members from any and all committees at any time, or to change any of the terms of office thereof. Unless otherwise provided for in the document creating such committee and as permitted by applicable law (i.e. the Audit Committee). Committees shall be advisory in nature only, and shall have no authority to set policy; expend or obligate funds; hire, fire, supervise, or direct staff; or speak on behalf of the District, the Board, or its officers or employees. All committees shall conduct their business according to Roberts Rules of Order and shall conform to all provisions of the Nevada Open Meeting Law. If any Trustee is appointed to serve on a committee, the Trustee shall be the chair of that committee, unless other methods for selecting the chair have been approved by the Board of Trustees. If more than one Trustee is appointed to serve on the committee, then the Board shall determine by motion which Trustee shall serve as chair.

The General Manager may establish citizen advisory committees or bodies to advise the General Manager on areas of interest. These Citizen Advisory Committees are distinctively different from Board advisory committees as they are created by the General Manager to provide input. As such, they are not subject to the Nevada Open



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Meeting Law, but a reasonable attempt is to be made to notify members of the public of their meetings.

- 0.10 Legislative Matters.** The General Manager may from time to time propose positions on legislative issues, which positions shall be reviewed and approved by the Board at its regular meeting.
- 0.11 Conflict Resolution.** In the event that the provisions of Policy 3.1.0 conflict with any other Policy Provisions, this policy shall prevail.