

# Staff Report

for the Board of Directors' Meeting of July 13, 2016

**TO:** Board of Directors

**FROM:** Chip Close, Operations Manager  
Lisa Francis Tassone, Board Secretary

**DATE:** June 29, 2016

**SUBJECT:** Policy – Surplus Water Declaration

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## ***ADMINISTRATION***

**RECOMMENDATION:**

Adopt Resolution No. 2016-26 (Establishing Administrative Policies – Surplus Water Declaration), as recommended by the Water and Hydroelectric Operations Committee.

**BACKGROUND:**

Staff has been working on converting existing policies and establishing new policies in the California Special District's Association (CSDA) format. The Water and Hydroelectric Operations Committee and District Counsel have reviewed the policy and are recommending approval by the Board of Directors:

- Policy No. 8200 Surplus Water Declaration

**BUDGETARY IMPACT:**

None.

/LFT

Attachment: Proposed Policy (*As listed above*)

**ESTABLISHING POLICY FOR ADMINISTRATION –  
SURPLUS WATER DECLARATION**

**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**, the District’s insurance carrier provided sample guidelines for personnel and administrative policies for consideration by the District; and

**WHEREAS**, over the past few years, the District has adopted several administrative policies using the sample guidelines, in an effort to assemble a comprehensive policy manual; and

**WHEREAS**, certain District policies are outdated, and should be revised and formatted in the same manner as the sample guidelines; and

**WHEREAS**, such draft policy has been reviewed by the District’s Legal Counsel and found to be in accordance with law.

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Directors of the Nevada Irrigation District hereby adopts the following policy as attached and such policy shall replace and supersede page 4-2 of the District Board and Management Policy Manual, and shall be incorporated herein:

#8200 Surplus Water Declaration

**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.

\* \* \* \* \*

**PASSED AND ADOPTED** by the Board of Directors of the Nevada Irrigation District at a regular meeting held on the 13th day of July, 2016, by the following vote:

<b>AYES:</b>	Directors:
<b>NOES:</b>	Directors:
<b>ABSENT:</b>	Directors:
<b>ABSTAINS:</b>	Directors:

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President of the Board of Directors

**Attest:**

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Secretary to the Board of Directors

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# Nevada Irrigation District

## POLICY MANUAL

**POLICY TITLE:** Surplus Water Declaration

**POLICY NUMBER:** 8200

- 8200.1 Surplus Water is defined as water which is surplus to the needs of lands within the District boundaries.
- 8200.2 On an annual basis the Water and Hydroelectric Operations Committee (WHO) will make a determination of surplus water availability.
- 8200.3 Prior to the beginning of the irrigation season, but no later than the WHO Committee meeting in April, staff will evaluate water supply availability against the demands for lands within the District and the ability to meet desired carryover targets.
- 8200.4 The WHO Committee will consider the evaluation and make a declaration of surplus water, if appropriate. Such declaration will be communicated to the Board of Directors under the consent agenda.

Adopted: (Date) via Resolution No. 2016-\_\_

Revised: