

# Staff Report

**TO:** Board of Directors

**FROM:** Greg Jones, Assistant General Manager

**DATE:** July 13, 2022

**SUBJECT:** Board Policy 3200 – Claims Against the District

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## ***ADMINISTRATION***

### **RECOMMENDATION:**

Provide input on updating Board Policy 3200 – Claims Against the District.

### **BACKGROUND:**

Review and discuss updates to Policy 3200 authorizing the General Manager and/or the Assistant General Manager the authority to reject claims not deemed appropriate for settlement, up to a \$10,000 limit.

On March 23, 2022, NID Resolution No. 2022-16 authorized the removal of reference to standing committees. The policy was updated and currently reflects the removal of the Administrative Practices and the Maintenance and Recreation Committees previously referenced therein.

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.

Authorizing the modification to this policy will help expedite the claims process.

### **BUDGETARY IMPACT:**

There is no budgetary impact associated with this policy change.

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### Attachments (2)

- BOD Policy 3200 - Clean
- BOD Policy 3200 – Red Line

# 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 up to \$10,000.

3200.3 Claims in the amount of more than \$10,000 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. Claims under \$10,000 may be rejected by the Assistant General Manager. Claims in excess of \$10,000 shall be reviewed, and if deemed not appropriate for settlement, may be rejected by the Board of Directors during a regular or special meeting.

Adopted: October 12, 2016 via Resolution No. 2016-34  
Revised: March 23, 2022 via Resolution No. 2022-16

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