



**TO:** Standing Advisory Committee  
**FROM:** Debbie Leonard, Legal Counsel  
**DATE:** February 3, 2015  
**SUBJECT:** **Proposed Amendments to SAC Governing Rules**

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At the January 6, 2015 SAC meeting, committee members requested that counsel draft proposed amendments to the SAC governing rules. The proposed amendments can be found in the attachment.

**TRUCKEE MEADOWS WATER AUTHORITY  
STANDING ADVISORY COMMITTEE  
GOVERNING RULES**

1. **Members:** Membership in the Standing Advisory Committee (“Committee”) is governed by the Truckee Meadows Water Authority’s Board of Directors (“Board”). Each Member is appointed for a two-year term, ~~with the exception of initial three year terms to be served by half the Membership, in order to create staggered terms.~~ Members serve and may be reappointed by at the Board’s at its pleasure.
2. **Compliance with NRS Chapter 241:** ~~Consistent with other advisory committees created to advise the Board, m~~ Meetings shall be conducted in compliance with NRS Chapter 241, the Nevada  ~~(“Open Meeting Law.”)~~.
3. **Quorum:** A quorum shall consist of a simple majority of the Members. Members may participate telephonically in meetings, but telephonic participation shall not be considered in establishing a quorum.
4. **Action:** For items other than those that constitute recommendations to the Board, an action may be taken by affirmative vote of the majority of Members physically present. For items that constitute recommendations to the Board, an action shall be taken only by an affirmative vote of the majority of the Membership. Each member shall have one vote. Members participating telephonically may not vote on action items. An Alternate sitting in for an absent Member has all of the voting rights of the absent Member. Otherwise, an Alternate has no voting rights.
5. **Agenda Items:** ~~An item may be placed on a future agenda only by an action at a prior meeting. The Committee may, by action at a prior meeting, make suggestions to staff as to items to be placed on a future agenda. Except as otherwise directed by the Board, Staff shall have discretion as to the items that will be placed on the Committee’s agendas.~~
6. **Officers:** There shall be a Chair and a Vice Chair, elected by the Members. The Chair will conduct the meetings. The Vice Chair will conduct the meetings in the absence of the Chair. The Chair or Vice Chair may designate an alternate to conduct the meeting in their absence. ~~Or,~~ Or, in the absence of the Chair and Vice Chair, a majority of the Members present may designate an alternate to conduct the meeting. The Chair and Vice Chair each ~~will~~ shall serve for a one-year term, with their terms expiring at the first meeting scheduled following the beginning of the calendar year following their election. The Vice Chair shall automatically succeed to the position of Chair for the subsequent term, unless an alternate action is made by the Members. Officers may be reelected. The Chair or the Chair’s designee is the only Member who may speak on behalf of the Committee to the Board, to any member of the Board, or to the public.
7. **Conflicts of Interest:** Members shall disclose conflicts of interest regarding any decisions of the Committee and shall disclose any financial interest in Committee decisions and in organizations affected by Committee action, other than the financial interest that derives from being a TMWA customer. Members who will receive a direct financial benefit from any action taken by the Committee, other

- | than a financial interest that derives from being a TMWA customer, shall abstain from voting on such action. In the event that a Member presents an idea to the Committee for consideration on behalf of another individual or entity, said Member shall disclose to the Committee the identity of said individual or entity.
- 8. Uses of staff:** Staff will provide reasonable assistance to facilitate meetings and provide readily available information to the Committee to carry out its functions. The Committee shall reasonably limit its demands on staff time, and any demands made in excess of what staff deems reasonable shall require Board approval. No Member may request the use of staff time without approval of the Committee.
- 9. Amendment of Rules:** Any amendments to these Rules shall require an affirmative vote of the majority of the members.

| As amended, ~~August 7, 2007~~February 3, 2015