

## RESOLUTION NO. 2026-004

### **RESOLUTION OF THE BOARD OF DIRECTORS OF THE INDIAN VALLEY COMMUNITY SERVICES DISTRICT ESTABLISHING AN AD HOC ADVISORY COMMITTEE TO REVIEW PROPOSALS AND MAKE RECOMMENDATIONS FOR SELECTING AN INFORMATION TECHNOLOGY CONSULTANT**

WHEREAS, the Indian Valley Community Services District has determined that it requires the services of an Information Technology consultant; and

WHEREAS, the Board of Directors ("Board") desires to establish an ad hoc advisory committee pursuant to California Government Code Section 54952 to review proposals from qualified consultants and present recommendations to the Board; and

WHEREAS, an ad hoc advisory committee composed solely of less than a quorum of the Board, created to address a specific issue or task of a limited duration, is not a "legislative body" subject to the Ralph M. Brown Act pursuant to Government Code Section 54952(b); and

WHEREAS, Policy B-100-10 of the Board's Policy Manual provides that the Board Chair may appoint ad hoc committees as needed at any time throughout the year; and

WHEREAS, Policy B-100-10-1 provides that the duties of an ad hoc committee shall be determined at the time of formation, along with an associated timeline for the committee, and that an ad hoc committee will be deemed dissolved after its final report is made to the Board; and

WHEREAS, Policy B-100-10-2 provides that the Board Chair, in cooperation with the other Board Members, shall designate a committee chairperson, who shall schedule the next committee meeting date, time, and place.

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the Indian Valley Community Services District as follows:

1. **RECITALS.** The Recitals above are true and correct and fully incorporated herein by this reference.
2. **COMMITTEE ESTABLISHMENT.** An ad hoc advisory committee is hereby established for the limited purpose of reviewing proposals and making recommendations to the Board regarding the hiring of an Information Technology consultant (the "I.T. Ad Hoc Committee").
3. **PURPOSE AND SCOPE.** The I.T. Ad Hoc Committee is established for the specific and limited purpose of:  
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- Reviewing and evaluating proposals, resumes, and other materials submitted by qualified Information Technology consultants based on the criteria established in the Request for Proposals;
- Conducting interviews or requesting additional information from proposers as deemed necessary and as provided under the Request for Proposals;
- Evaluating qualifications, experience, proposed scope of services, and cost proposals against the criteria established in the Request for Proposals; and
- Presenting findings and recommendations to the full Board of Directors regarding the selection of an Information Technology consultant.

The I.T. Ad Hoc Committee has no decision-making authority regarding selection or appointment of an Information Technology consultant(s). The Board of Directors and/or General Manager, as appropriate, reserves and retains all decision-making authority regarding appointment of an Information Technology consultant(s).

3. The following Board members are hereby appointed to the I.T. Ad Hoc Committee: (1) \_\_\_\_\_ and (2) \_\_\_\_\_.
4. The I.T. Ad Hoc Committee shall have such support from the General Manager and General Counsel as directed by the General Manager.
5. The I.T. Ad Hoc Committee shall exist only until it has fulfilled its responsibilities listed above, and upon provision of its final recommendation to the Board, it shall automatically be disestablished.
6. The I.T. Ad Hoc Committee shall be an ad hoc advisory committee to serve the limited purposes stated above, and shall be comprised of two Board members who comprise less than a quorum of the Board, and therefore shall not be subject to the open meetings requirement under the Ralph M. Brown Act, Government Code sections 54950 *et seq.*

**PASSED AND ADOPTED** at a regular meeting of the Indian Valley Community Services District Board of Directors on this \_\_\_\_ day of \_\_\_\_\_, 2026, by the following vote:

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CHAIR, IVCSD

**Attest:**

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BOARD CLERK, IVCSD