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4 **IN THE SUPERIOR COURT OF THE STATE OF CALIFORNIA**  
5 **IN AND FOR THE COUNTY OF NEVADA**

6 **IN THE MATTER OF NEVADA COUNTY**  
7 **SUPERIOR COURT**

**ANNUAL ORDER NO. 218**

8 **DELEGATION OF AUTHORITY**  
9 **FOR FINANCIAL**  
10 **TRANSACTIONS AND**  
11 **ADMINISTRATIVE MATTERS**

12 The Presiding Judge hereby delegates authority, pursuant to California Rule of Court 10.603(b)(l)(F)  
13 14 and 10.603(c)(6)(D), to approve any procurements, contracts, expenditures, and allocations of  
14 funds within the following approval limits:

15 <b>Position</b>	<b>Approval Limits</b>
16 Finance Committee	All Amounts
17 Court Executive Officer	\$250,000
18 Directors & Managers	\$10,000
19 Supervisors	\$1,000
20 FLF/SHC Attorney	\$1,000

21 In addition to the foregoing general limits, the following exceptions shall apply:

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23 Authority is hereby given to the Court Executive Officer for the approval of any Intra-branch  
24 Agreement (IBA) or Memorandum of Understanding (MOU) or grant between the court and the  
25 Judicial Council of California which contemplates the court receiving revenue in excess of the  
26 aforementioned approval limits.

27 Authority is hereby granted to the Court Executive Officer or designee for the allocation and  
28 release of funds to honor payroll and benefits commitments in accordance with prior  
authorization from the Presiding Judge, Finance Committee, or Executive Officer as indicated  
in an MOU, PAF, or other mode of memorialization in excess of the aforementioned

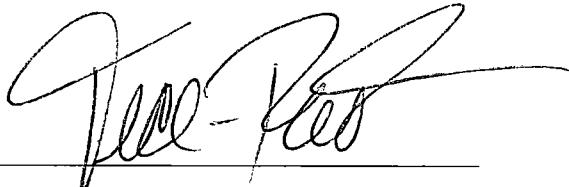
1 approval limits.

2 Authority is hereby given to the Court Executive Officer or designee to process financial  
3 transactions previously authorized by the Presiding Judge, Finance Committee, or Executive  
4 Officer or as otherwise required by law in excess of the aforementioned approval limits. The  
5 Executive Officer may not exercise this authority for transactions they have authorized  
6 themselves.

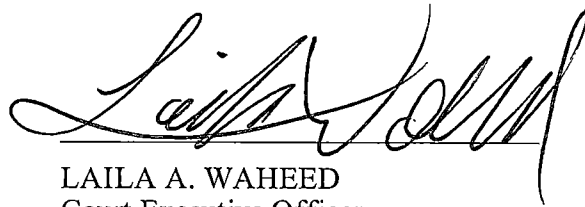
7 Notwithstanding the foregoing, the following individuals are authorized to process contracts,  
8 expenditures, or allocation of funds when individually approved to do so in writing or email  
9 by someone with the adequate approval authority (as defined in the previous paragraphs):  
10 Operations Director, IT Director, Administrative Services Manager, HR Analyst, Fiscal Analyst,  
11 Accounting Specialist, Administrative Assistant.

12 The Presiding Judge hereby delegates authority, pursuant to California Rule of Court 10.603(c)(10)(A),  
13 the duty to (1) maintain records of outstanding transcripts to be completed by each reporter; (2) reassign  
14 court reporters as necessary to facilitate prompt completion of transcripts; and (3) review reporters'  
15 requests for extensions of time to complete transcripts in appeals.

16 This order is effective January 1, 2025 and supersedes Executive Order #212.

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20 S. ROBERT TICE-RASKIN  
21 Presiding Judge

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25 LAILA A. WAHEED  
26 Court Executive Officer  
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