

## STAFF REPORT

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**Date:** July 24, 2024

**To:** Mayor and City Council

**Through:** Jackie Bryant, Interim City Manager

**Subject:** Staff Report (For Possible Action): Resolution authorizing the Director of Maintenance and Operations to execute purchase orders or required contracts for the purchase of materials and equipment for street and traffic signal maintenance and repairs pursuant to Chapter 332 of the Nevada Revised Statutes for fiscal year (FY) 24/25. (Street Fund and General Fund)

**From:** Tim Hendricks, Maintenance & Operations Manager

**Department:** Maintenance and Operations

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**Summary:**

Before Council for adoption is a Resolution authorizing the Director of Maintenance and Operations to execute purchase orders or required contracts for the purchase of materials and equipment associated with street and traffic signal maintenance and repairs, pursuant to Chapter 332 of the Nevada Revised Statutes (NRS) for fiscal year (FY) 24/25. Approval of this Resolution improves the efficiency in processing purchases, which are needed for annual maintenance materials needed for infrastructure maintenance. Examples of the common materials purchased under this Resolution include asphalt paving material, sign material, sand, salt, street sweeping brooms, streetlights, and traffic signal equipment.

<b>Consent Review</b>	<b>Yes</b>	<b>No</b>
1. Is this item an annual or standard item that comes before Council for regular approval?	<b>X</b>	
2. Is this item an agreement required based on an item previously approved by Council?		<b>X</b>
3. Is this item included in the current budget approved and adopted by Council?	<b>X</b>	
<b>Other Considerations</b>		
What percent of the total City budget does this item represent?	<b>N/A</b>	

**Alignment with Strategic Plan:**

Infrastructure, Climate Change, and Environmental Sustainability

**Previous Council Action:**

There is no recent Council action relevant to this item.

**Background:**

Chapter 332 of the NRS provides that the governing body or its authorized representative can award a contract for the purchase of materials and equipment for street and traffic signal maintenance repairs. On future agendas, requests will be presented to Council for authorization to purchase materials and/or equipment for streets and traffic signal maintenance repair using the competitive bidding process and joinder provisions pursuant to Chapter 332 of the NRS for FY 24/25. The requests for the purchase of materials and/or equipment also seek Council authorization for the Director of Maintenance and Operations to execute purchase orders or required contracts for the purchases. It is appropriate for this authorization to be formalized by a resolution. The adoption of the Resolution authorizes the Director of Maintenance and Operations to sign the purchase orders or required contracts for only these purchases during FY 24/25.

**Discussion:**

**Financial Implications:**

None associated with the adoption of this Resolution.

**Legal Implications:**

Legal review completed for compliance with City procedures and Nevada law.

**Recommendation:**

Staff recommends Council adopt the Resolution.

**Proposed Motion:**

I move to approve staff recommendation

**Attachments:**

Resolution