



# TRUCKEE MEADOWS FIRE PROTECTION DISTRICT

## STAFF REPORT

Board Meeting Date: June 18, 2019

**DATE:** June 3, 2019

**TO:** Truckee Meadows Fire Protection District Board of Fire Commissioners

**FROM:** Charles A. Moore, Fire Chief  
Phone: (775) 328-6123 Email: [cmoore@tmfpd.us](mailto:cmoore@tmfpd.us)

**SUBJECT:** Recommendation to approve a Resolution that gives standing authorization to the Truckee Meadows Fire Protection District Chief or his or designated staff to purchase supplies, materials, equipment, and contractual services required by the district to accomplish the purposes of NRS chapter 474 in annual amounts or estimated annual amounts of \$100,000 or less per purchase for FY 19/20. This resolution would create standing purchase authority akin to that set forth in Washoe County Code § 15.495(1), which authorizes the county's purchasing and contracts administrator to make similar expenditures for county agencies. The intent of this Resolution would be to facilitate common lower-level budgeted expenditures incurred by the district in carrying out its day-to-day operations without having to seek Board approval for each individual expenditure. The resolution would also set forth a process and limitations for such purchases for FY 19/20 including requirements that purchases apply with all applicable laws and be within approved budgetary authority. (All Commission Districts) FOR POSSIBLE ACTION

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### SUMMARY

Recommendation to approve a Resolution that gives standing authorization to the Truckee Meadows Fire Protection District Chief or his or designated staff to purchase supplies, materials, equipment, and contractual services required by the district to accomplish the purposes of NRS chapter 474 in annual amounts or estimated annual amounts of \$100,000 or less per purchase for FY 19/20.

### PREVIOUS ACTION

On June 21, 2016 The Board of Fire Commissioners approved a Resolution authorizing Truckee Meadows Fire Protection District staff to purchase personal property and equipment necessary to accomplish the purposes of NRS 474.460 through NRS 474.540 and describing a process and limitations for such purchases for FY 16/17.

On June 20, 2017 The Board of Fire Commissioners approved a Resolution authorizing Truckee Meadows Fire Protection District staff to purchase personal property and equipment necessary to accomplish the purposes of NRS 474.460 through NRS 474.540 and describing a process and limitations for such purchases for FY 17/18.

On June 19, 2018 The Board of Fire Commissioners approved a Resolution authorizing Truckee Meadows Fire Protection District staff to purchase personal property and equipment necessary to accomplish the purposes of NRS 474.460 through NRS 474.540 and describing a process and limitations

for such purchases for FY 18/19.

On May 21, 2019 the Board of Fire Commissioners Approved the FY 19/20 Budget.

### **BACKGROUND**

This resolution is recommended by Counsel. It authorizes staff with blanket expenditure authority up to \$100,000 for the fiscal year for property and equipment provided such purchases are in compliance with all applicable purchasing laws, regulations, ordinances, internal fiscal and administrative processes and controls, and other similar authorities.

The resolution negates the need for the Board to consider many resolutions for routine expenditures that are regular and customary and fall within the FY 19/20 approved budget.

### **FISCAL IMPACT**

The Board of Fire Commissioners approved the FY19/20 Budget on May 21, 2019. This resolution authorizes the purchase of personal property, waterworks, radio systems, vehicles and equipment and supplies necessary to the proper and efficient conduct of a fire district within the Board approved budget. Purchases of personal property over \$100,000 will still require Board approval for FY 19/20.

### **RECOMMENDATION**

Staff recommends the Board approve a Resolution that gives standing authorization to the Truckee Meadows Fire Protection District Chief or his or designated staff to purchase supplies, materials, equipment, and contractual services required by the district to accomplish the purposes of NRS chapter 474 in annual amounts or estimated annual amounts of \$100,000 or less per purchase.

### **POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be:

*"I move to approve a Resolution that gives standing authorization to the Truckee Meadows Fire Protection District Chief or his or designated staff to purchase supplies, materials, equipment, and contractual services required by the district to accomplish the purposes of NRS chapter 474 in annual amounts or estimated annual amounts of \$100,000 or less per purchase for FY 19/20."*