

**Staff Report**  
**Board Meeting Date: November 21, 2024**

**DATE:** November 8, 2024

**TO:** District Board of Health

**FROM:** Robert Fyda, PE, REHS, Division Director  
775-328-2644; [rfyda@nnph.org](mailto:rfyda@nnph.org)

**SUBJECT:** Approve the Professional Services Agreement with Make the Road Nevada in the amount of \$100,000 from December 1, 2024, through December 31, 2025, to support Northern Nevada Public Health (NNPH) in carrying out its' goal to enhance street food vendor operations and promote public health in our community; and authorize the District Health Officer to execute the agreement and any future amendments.

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**SUMMARY**

The District Board of Health (Board) must approve Professional Services Agreements in excess of \$100,000.00. Although this agreement is under \$100,000, staff requests the Board's support and approval due to its anticipated economic and community benefits.

**District Health Strategic Priority supported by this item:**

1. **Healthy Environment:** Create a healthier environment that allows people to safely enjoy everything Washoe County has to offer.

**PREVIOUS ACTION**

No previous action this fiscal year.

**BACKGROUND**

Senate Bill 92, otherwise known as the Street Vendor Bill, builds a framework for local governments to help street vendors legitimize their businesses and obtain licensure and permitting. The bill also created The Task Force on Safe Sidewalk Vending within the Secretary of State's Office to help identify challenges and remove unnecessary barriers for street vendors. The Task Force is made up of nine members including representatives from NNPH, county, city, gaming or restaurant industry, law enforcement, street food vendors, and community organizations that represents and affiliates with sidewalk vendors.

During the task force meetings, several street food vendors testified that there is a need to make food permit licenses, equipment, and operational requirements more accessible and affordable. This contract will allow local street food vendors to obtain assistance with permit fees, equipment costs, and assistance navigating the permitting and licensing process while still operating within the regulatory framework.

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Make the Road has a Northern Nevada chapter that has established unique relationships with local street food vendors, local government agencies, and community partners. The organization has been working to assist local street food vendors in removing barriers and navigating the complexities of licensing and permitting requirements in the community for the last five years. This project has unique and specialized requirements that limit the number of potential vendors. An organization that has a strong existing relationship with our local street food vendors is necessary to effectively execute this project. Additionally, Make the Road has the capacity and resources to implement this project.

An additional quote was pursued; however, no response was received.

### **FISCAL IMPACT**

Should the Board approve this Agreement, costs will be covered by:  
20534-Office of the District Health Officer

### **RECOMMENDATION**

It is recommended that the District Board of Health approve the Professional Services Agreement with Make the Road Nevada in the amount of \$100,000 from December 1, 2024, through December 31, 2025 to support Northern Nevada Public Health (NNPH) in carrying out its' goal to enhance street food vendor operations and promote public health in our community; and authorize the District Health Officer to execute the agreement and any future amendments.

### **POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be: "Move to approve the Professional Services Agreement with Make the Road Nevada in the amount of \$100,000 from December 1, 2024, through December 31, 2025, to support Northern Nevada Public Health (NNPH) in carrying out its goal to enhance street food vendor operations and promote public health in our community; and authorize the District Health Officer to execute the agreement and any future amendments."