



City Manager's Office

MEMORANDUM

DATE: 5/21/2024

TO: Mayor and City Council

THROUGH: Doug Thornley, City Manager Approved Electronically

FROM: Bryan McArdle, Revitalization Manager

SUBJECT: Business Improvement District Assessment Ordinance - Legislation Change

With the passage of AB60 in the last legislative session amending NRS 271.377, public hearings are no longer required to confirm the assessment roll of a Neighborhood Improvement Project, which includes Business Improvement Districts (BID). Instead, the governing body shall now consider amendments to the assessment roll during a public meeting. This procedural change modifies the confirmation process as follows:

1. **Notice Requirement:** The notice of the public meeting will still be sent by mail to the owner of each tract subject to assessment at least 21 days before the meeting. This notice will provide an estimated assessment amount for the upcoming fiscal year.
2. **Public Meeting:** At the scheduled public meeting, the governing body will review and consider the amendment to the assessment roll and will entertain any objections, protests, and hardship requests.
3. **Resolution Confirmation:** After the public meeting, the governing body will confirm the amendment to the assessment roll by passing a resolution. An ordinance introduction and adoption will no longer be required.

Please note that this procedural update directly affects the process by which the City of Reno levys the assessment for the Downtown Business Improvement District. On May 8, the City Council passed a resolution and introduced an ordinance for the annual BID assessment. With the new procedure in place, the May 8th ordinance introduced will be abandoned and staff will no longer bring the ordinance to the Council for adoption.

The resolution adopted by Council on May 8, 2024 sufficiently satisfies the confirmation requirement to amend the assessment roll and allow Washoe County to notify the owners and provide instructions for paying the assessment.