

AGENDA

Reno City Charter Committee Hybrid Meeting

**Reno City Hall, 7th Floor Caucus Room
1 East First Street Reno, NV 89501
Monday, June 10, 2024
5:30 p.m.**

Members:

Austin Brown (Ward 5), Chair
Dennis Green (At-Large), Vice Chair
Alexandra Pipitone (Mayor)
John Marshall (Ward 1)
Stacey Shinn (Ward 2)
Zachary Khan (Ward 3)
Margo Piscevich (Ward 4)

Tess Opferman (Senate Majority)
Lilith Baran (Senate Majority)
Ronda Clifton (Senate Minority)
Edward Coleman (Assembly Majority)
Peter Larsen (Assembly Majority)
Miranda Hoover (Assembly Minority)

Staff Liaison: Nic Ciccone

Public Notice

This agenda has been physically posted in compliance with NRS 241 (notice of meetings) at Reno City Hall – 1 East First Street, Reno, Nevada 89501. In addition, this agenda has been electronically posted in compliance with NRS 241 at reno.gov, and NRS 232 at notice.nv.gov. To obtain further documentation regarding posting, please contact the City Clerk's Office at 775-334-2030 or cityclerk@reno.gov.

This meeting will be held at Reno City Hall in the 7th Floor Caucus Room and via the Zoom video conference platform.

Members of the public wishing to attend the meeting may do so at the designated physical location or may hear, observe, and [provide public comment virtually by pre-registering](#) using the following link which will provide the Webinar ID and call-in phone number:

<https://links.reno.gov/CharterCommittee-06-10-24>

You can also join the meeting by typing zoom.us/join into your computer browser and entering the Webinar ID: 894 3561 6499. NOTE: This option will require a computer with audio and video capabilities. Alternatively, you can join the meeting by telephone only by dialing 1-720-707-2699, entering the Webinar ID: 894 3561 6499, and pressing #.

Accommodation

The City of Reno, in compliance with the Americans with Disabilities Act, wishes to make all its public meetings accessible to the public. Persons who require special accommodation or assistance in attending

this meeting may contact Nic Ciccone at 775-433-4491 at least 48 hours in advance so that arrangements can be made.

Supporting Material

Staff reports and supporting material for the meeting are available by contacting Nic Ciccone at 775-433-4491 or CicconeN@reno.gov and on the City's website at reno.gov/meetings. Pursuant to NRS 241, supporting material is made available to the general public at the same time it is provided to the public body.

Order of Business

The presiding officer shall determine the order of the agenda and all questions of parliamentary procedure at the meeting. Items on the agenda may be taken out of order. The public body may combine two or more agenda items for consideration, remove items from the agenda, and/or delay discussion on or continue scheduled agenda items at any time. Items scheduled to be heard at a specific time will be heard no earlier than the stated time but may be heard later.

Public Comment

Public comment is limited to three (3) minutes per person. Unused time may not be reserved by the speaker, nor allocated to another speaker. No action may be taken on a matter raised under general public comment until the matter is included on a subsequent agenda as an action item. Comments received prior to 4:00 p.m. on the day preceding the meeting will be transcribed, provided to the public body for review, and entered into the record. Comments received after 4:00 p.m. on the day preceding the meeting will be provided to the public body for review prior to adjournment and entered into the record.

On specific agenda items, the presiding officer may prohibit comment if the content of comments is a topic that is not relevant to, or within the authority of, the public body, or if the content is willfully disruptive of the meeting by being irrelevant, repetitious, slanderous, offensive, inflammatory, irrational or amounting to personal attacks or interfering with the rights of the other speakers. Any person making willfully disruptive remarks while addressing the public body or while attending the meeting may be removed from the room by the presiding officer, see NRS 241, and the person may be barred from further audience before the public body during that session. See, Nevada Attorney General Opinion No. 00-47 (April 27, 2001); Nevada Open Meeting Law Manual, §8.05.

Other examples of disruptive conduct include, without limitation, yelling, stamping of feet, whistles, applause, heckling, name-calling, use of profanity, personal attacks, physical intimidation, threatening use of physical force, assault, battery, or any other acts intended to impede the meeting or infringe on the rights of the public body or meeting participants.

In-Person

Persons wishing to address the public body at the meeting shall submit a "Request to Speak" form to Nic Ciccone.

Virtual

Pursuant to NRS 241, persons not in attendance who wish to submit public comment may do so by (1) completing the online public comment form found at reno.gov/publiccomment; (2) sending an email to CicconeN@reno.gov; or (3) during the virtual public comment period of the meeting.

To provide public comment via Zoom, log in to the Zoom webinar at the above link and utilize the “Raise Hand” feature during any public comment period. To provide public comment via telephone only, press *9 to “Raise Hand” and *6 to mute/unmute.

A. Introductory Items

- A1. Call to Order/Roll Call**
- A2. Public Comment** – This item is for either public comment on any action item or any general public comment and is limited to no more than three (3) minutes for each commentator.
- A3. Approval of the Agenda (For Possible Action)** – June 10, 2024
- A4. Approval of the Minutes (For Possible Action)** – May 6, 2024
- A5. Staff Liaison Report** – Item for general announcements and informational items only. No action may be taken on this item.

B. Business Items

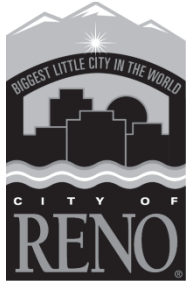
- B1.** Discussion and potential approval of the Reno City Charter Committee’s Final Report to present to the Reno City Council **(For Possible Action)**
- B2.** Discussion and potential direction regarding the Reno City Charter Committee Chair’s presentation to the Reno City Council at the Concurrent Reno City Council and Reno City Charter Committee meeting scheduled for July 29, 2024 **(For Possible Action)**

C. Board/Commission/Committee Member Reports and Announcements – Limited to items that do not appear elsewhere on the agenda. No action may be taken on this item.

D. Future Agenda Items – Discussion of items for future agendas. No action may be taken on this item.

E. Public Comment – This item is for either public comment on any action item or for any general public comment and is limited to no more than three (3) minutes for each commentator.

F. Adjournment (For Possible Action)



MINUTES

Reno City Charter Committee Hybrid Meeting

**Reno City Hall, 12th Floor Conference Room
1 East First Street Reno, NV 89501
Monday, May 6, 2024
5:30 p.m.**

Members:

Austin Brown (Ward 5), Chair
Dennis Green (At-Large), Vice
Chair Alexandra Pipitone (Mayor)
John Marshall (Ward 1)
Stacey Shinn (Ward 2)
Zachary Khan (Ward 3)
Margo Piscevich (Ward 4)

Tess Opferman (Senate Majority)
Lilith Baran (Senate Majority)
Ronda Clifton (Senate Minority)
Edward Coleman (Assembly Majority)
Peter Larsen (Assembly Majority)
Miranda Hoover (Assembly Minority)

Staff Liaison: Nic Ciccone

A. Introductory Items

A1. Call to Order/Roll Call

Chair Brown called the meeting to order at 5:37 p.m.

Present: Brown, Green, Pipitone, Marshall, Khan, Piscevich, Opferman, Baran, Clifton, Coleman, Larsen, Hoover.

Absent: Shinn

A2. Public Comment – This item is for either public comment on any action item or any general public comment and is limited to no more than three (3) minutes for each commentator.

None.

Reno City Clerk Mikki Huntsman stated that any members of the public wishing to attend the meeting may do so by attending the physical location or observe by preregistering via the virtual link, <http://links.reno.gov/CharterCommittee-05-06-24>.

A3. Approval of the Agenda (For Possible Action) – May 6, 2024

Reno City Charter Committee Member, Ward 4, Margo Piscevich, stated she had an opinion relating to the minutes. Reno City Charter Committee Member, Ward 5, Chair, Austin Brown stated this would need to be discussed on Item A4.

Member Marshall moved to approve the May 6th, 2024, Reno City Charter Committee Meeting Agenda. Member Clifton seconded the motion. The motion carried unanimously with Member Shinn absent and Member Piscevich abstained.

A4. Approval of the Minutes (For Possible Action) – April 1, 2024

Ms. Piscevich stated she did not believe the Minutes articulated what was discussed and she did not understand them.

Mr. Brown asked Ms. Piscevich if she had examples she would like to see changed. Ms. Piscevich stated she assumed the Minutes would reflect what was discussed, such as when discussing Charter Committee term members and whether the Minutes would reflect what was stated about special elections or the role of the City Managers. She stated since the Minutes did not articulate this, it was unclear as to what was discussed during the meeting.

Ms. Huntsman stated the Minutes were to be brief and that it was not a full transcription of what was stated. She stated that this was adopted by the Reno City Council and was the practice followed through all Boards and Committees.

Ms. Piscevich stated that she assumed everything needed would be on tape. Ms. Huntsman stated it was recorded and asked Ms. Piscevich if there were any changes she would like to be made. Ms. Piscevich stated she would like the Minutes to be more complete.

Member Green moved to approve the April 1st, 2024, Reno City Charter Committee Meeting Minutes. Member Clifton seconded the motion. The motion carried unanimously with Member Shinn absent and Member Piscevich abstained.

A5. Staff Liaison Report – Item for general announcements and informational items only. No action may be taken on this item.

Reno City Charter Committee Staff Liaison, Nic Ciccone apologized for not helping the meeting run smoothly. He stated he did not have any other general updates or comments but that he could have done a better job of making sure that he looked to the Chair, made eye contact, and ensured things progressed smoothly.

Mr. Brown thanked Mr. Ciccone for the report.

B. Potential Amendments

B1. Discussion and potential direction to staff regarding potential amendments to the Reno City Charter regarding the role and authority of the Mayor (For Possible Action)

Mr. Brown stated that he wanted to remind the committee that they were not a policy making body and they were there to investigate the charter and discuss amendments or changes to the charter. He stated Item B1 was tabled at the previous meeting with the ask being brought back and opened for discussion.

Mr. Ciccone asked Ms. Huntsman to open the presentation. Mr. Brown asked if individuals accessing the meeting via Zoom were able to see the presentation. Ms. Piscevich stated she could not initially see the presentation, but it did eventually become visible.

Mr. Ciccone referred to the topics on the presentation that were raised by others on the same issue. He stated he believed they had previously discussed the topics and did not feel the need to introduce them again. He referred to the presentation regarding additional background information for discussion of the topics.

Reno City Charter Committee Member, Senate Minority, Ronda Clifton asked Mr. Ciccone for the parameters of the Committee regarding what they were able to do. Mr. Ciccone referred to the City of Sparks on the presentation and their roles of Mayor. He stated the category would generally show the biggest scale difference regarding operation but they were not specifically limited to just those roles. Mr. Ciccone asked Ms. Clifton if that answered her question. Ms. Clifton stated she wanted to refer to the Chair's opening comment regarding the body not being policy makers and that this comment would assist them in staying focused.

Reno City Charter Committee Member, Ward 1, John Marshall stated the balance of power between the Mayor and the Council was important to discuss. He stated there should be a presentation regarding the City Manager that would have more comparable information. He stated there should be discussion regarding the distribution of power between the Mayor and the City Council and whether it should be changed. He stated he respectfully disagreed with the opening comment of the Chair as he believed they were a policy committee and that it was up to them to debate policy on the area within the charter. He stated if there was dissatisfaction between the Mayor and the City Council's distribution of power this would have been the time to discuss.

Ms. Piscevich stated that she did not have an issue with what was listed on the presentation regarding the role of Mayor. She stated that it summarized her duties and that unless they were interested in changing it to reflect the City of Sparks, she believed that the Mayor and the City Council worked together through agreements and disagreements.

Mr. Marshall stated that in the past this topic had come up for discussion whether to shift to a form of basic city government and those additions to the City Charter Committee chose not to. He stated that did not mean they needed to but that he agreed with Ms. Piscevich with the need to discuss investing more power to the Mayor. He stated there was a need to discuss terminal situations

and the difference between other members regarding serving on the City Council and then as Mayor.

Ms. Piscevich stated she believed this was done by the Supreme Court previously.

Ms. Marshall agreed and stated that was due to the way the Charter described the Mayor's powers as essentially ceremonial. He stated this could be debated but that it was found to be not significantly different from other City Council members. He asked if an individual had completed their full term in City Council, would it not be acceptable to run for Mayor. He stated that he did not feel the need to change the term rules regarding term situations but that it was a point of discussion.

Ms. Huntsman requested point of order to the Committee that they state their name for the record, to provide more specific minutes.

Ms. Piscevich stated that she could accept the roles as they were and did not see an issue as she was new and had not heard previous discussion. She stated that it seemed like the City Manager and Council worked together.

Reno City Charter Committee Member, Vice Chair, Dennis Green stated he did not see any negatives to the roles and that when listening to the proposals and information he was reviewing, did not feel there was anything to change at that time.

B2. Discussion and potential direction to staff regarding potential amendments to the Reno City Charter regarding the duties of the City Manager, City Manager vacancies, compensation of the City Manager, removal of the City Manager, and appointment of Interim City Managers (For Possible Action)

Mr. Brown stated at the previous meeting there was extensive discussion relating to the topic and wanted to ask if there were any new points to be discussed.

Mr. Green stated there were more slides for comparison and referred to them. He asked the Committee to review the slide presented regarding duties of the City Manager.

Mr. Brown asked if there were any thoughts or concerns related to the information presented.

Mr. Green stated there was much discussed on this topic regarding a few different eventualities or topics. He stated that they discussed all the topics, including the City Manager's salary and where the City Manager resided as he believed that was important to discuss. He stated that salary was a very difficult topic to address and that by using their time widely and productively it was his belief they should refer to the duties and relationship of the City Manager with the City Council rather than focus on the salary. He stated that as a body they

did not have the expertise to be discussing salary unless there was a member of the body who was a compensation expert.

Mr. Marshall stated there were points brought up that he believed did not require expertise but a choice of policy regarding the lowest and highest paid employee of the City. He stated this was more of a social issue and perhaps strictly mechanical. He stated he did not have a particular viewpoint but thought it was an interesting discussion.

Reno City Charter Committee, Senate Majority, Lilith Baran stated she believed the salary was important to discuss as the health of the city was essential.

Mr. Green stated that it was an important conversation to have, however, opening discussion regarding the City Manager salary also opened conversation regarding salaries of everyone. He stated due to the amount of time spent making the proposals, they were denied or approved as a whole and not as an individual.

Mr. Ciccone stated that when the City Council voted on the bill draft request, they may choose to select certain items within the Charter Committee to move forward with.

Mr. Green stated when it moved to the legislature, it was approved or denied together. He stated that if salaries were going to be a point of topic to discuss, he believed it might be denied. He stated while it was a discussion to have, he believed basic strategies would be more effective.

Reno City Charter Committee, Senate Majority, Tess Opferman stated she generally agreed with Mr. Green and that a concept of bringing an easier BDR (Bill Draft Request) suggestion forward was beneficial in bringing topics that were discussed in multiple Charter Committees. She asked Mr. Ciccone if he knew of any other cities within Nevada that had limitations on the City Manager's salary. Mr. Ciccone stated he was not aware of any limitation in other cities. He stated from his recollection there had been many articles from the Las Vegas Review Journal discussing City Manager pay across the state and that those salaries were not related to other employees.

Reno City Charter Committee Member, Assembly Majority, Edward Coleman stated he believed this was a discussion they should have and that he was not concerned about creating a stripped down BDR in hope it would pass. He stated it was their job to compile topics to the best of their ability. He stated that the passing or denying of the proposal by City Council was irrelevant due to them as a body being able to move proposals to the State by finding a sponsor for the topics. He stated he did not agree with the idea of giving a proposal just to guarantee a pass. He stated their purpose was to not pass bills but have constructive discussion by not adding fluff. He stated that by limiting their thought process to only Nevada, it was not a good idea as there were more states than just Nevada.

Reno City Charter Committee Member, Assembly Minority, Miranda Hoover asked City staff if the Human Resources Department within the City of Reno conducted a compensation analysis report annually or biannually. Mr. Ciccone stated he was not sure how often a report was analyzed but stated he did believe they investigated the compensations of other City Managers or Managers of other large scale cooperative agreements.

Mr. Marshall stated they should discuss the social justice concerns of equity regarding pay and the ability for the City to hire a qualified and experienced City Manager. He asked if it was more important to have the ability to pay and attract good candidates by the top salary or would it be more important to have an organization that did not have such a large income disparity. He asked if there were any situations that cap City Manager salaries. City of Reno Attorney Jonathan Shipman stated that generally every year the pay range was adopted for the Manager's side. He stated there was a compensation study analyzed and from the City Manager who typically was the highest paid employee, other positions were analyzed for compensation. He stated the positions were compared across comparably sized organizations. He stated the City Manager was under contract and had the ability to negotiate the rate and during Manager reviews the comparisons were again analyzed.

Mr. Green stated that he believed it was a valid discussion to have and that only focusing on the City Manager salary was not well suited for the Committee. He stated looking at the whole of the Charter salary was a better strategy as it allowed them to look at it in the entirety. He stated only focusing on the City Manager limits the Committee and should be focusing on an effective government.

Ms. Baran stated that she believed they would tie it to the City Manager as they are the highest paid position. She stated while one could believe that an increased salary would maintain the role, however, that was not what they were witnessing despite the increase in salary. She compared the idea of discussing first responders and the lack of compensation to maintain a basic life within the city.

Ms. Piscevich stated that the idea of a 1-year raise negotiated within their onboarding might be more equitable. She stated there were other areas in the city where individuals could utilize more compensation but did not have an answer for those issues. She asked if it was up to the City Council to negotiate the contracts.

Mr. Green stated that looking into initiative strategies and processes would be beneficial to the equity of the City Manager and the city as a whole. He stated they should be looking at equitable processes throughout all the City of Reno and not just the City Manager.

Ms. Baran stated that she did not anticipate this discussion coming up organically and that it was up to the Committee to have this discussion. She

stated that the high salary did not seem to be retaining employees and that possibly a lower salary might retain an employee longer as they would be there for the job and not only the salary. She agreed with Ms. Piscevich regarding a standard raise and not something that was too high.

Mr. Marshall asked Mr. Shipman if it was possible to have a living wage requirement for low end salary through the Charter. Mr. Shipman stated that the Council was aware of the employees who had lower salaries such as temporary, and Parks and Rec. He stated they had been giving raises in compensation, but the affect was that it increased other classes as well. He stated it could create interesting situations as there could be two employees who were within the same class but one was receiving more compensation due to certain coverages possibly being offered.

Reno City Charter Committee Member, Assembly Majority, Peter Larsen stated that he believed the City Manager's job contained more that would deter candidates than just the salary and should be taken into consideration when recruiting. He stated it took local firefighters more than a few years to get into a decent home after being hired due to how expensive the area was.

Ms. Clifton asked if the unions protected salaries. Mr. Shipman stated there were different unions and there were the underrepresented. He stated there were certain protected classes but also others who had more flexible jobs such as part time employees. He stated they did have organizations fighting for their employee rights.

Mr. Green stated he agreed with what Mr. Larsen stated regarding the expense of living in the City of Reno. He stated they should have the conversation regarding equity but point their efforts elsewhere.

Ms. Baran stated there were many factors in keeping the City Manager and asked what the City Manager's salary was when he first started and what his exiting salary was. Mr. Shipman stated that the City Manager started at roughly \$230,000 and would be exiting around \$350,000 plus the cost of living. Ms. Baran asked what the length of time between the two salaries were. Mr. Shipman stated it was 3 years and that every year there was an analysis of the salary. Ms. Baran asked if there were any other City employee who had received a raise close to what the City Manager's raise was. Mr. Shipman stated he believed over the previous 3 years Management had received a significant increase in compensation and that those numbers were available. He stated the the City Manager had the highest percent increase but that other classes had received high increases as well.

Mr. Ciccone stated that anyone could access pay scales offered by the City of Reno through the link reno.gov/jobs if class specifications were selected. Ms. Baran stated she knew that information but would like the discussion to be on the record. Mr. Ciccone stated he understood and wanted to make sure the information was on the record for individuals who were attending the meeting

virtually.

Ms. Piscevich stated that it was important that the City Manager live in Reno and that it should be discussed. Mr. Brown stated that he believed Mr. Ciccone had sent out an attachment reviewing the City Manager residency requirements and would be discussing the topic in Item C2. Ms. Piscevich asked if that was within the Charters authorization to add this stipulation. Mr. Ciccone stated that the Committee had already made the approval to add the residency requirement. Mr. Brown stated it was on the second page under section 3 of the City Manager residency requirements.

B3. Discussion and potential direction to staff regarding potential amendment to the Reno City Charter regarding residency requirements for qualified electors (For Possible Action)

Mr. Ciccone stated he wanted to apologize due to Mr. Khan previously asking for information regarding residency requirements and stated he misunderstood what was being asked.

Ms. Piscevich stated she believed this was already addressed and that an individual must reside within their Ward.

Mr. Green stated the last slide of the presentation discussed the qualifications but that it did not include the number of days required before declaration. He stated this was something that could be added.

Ms. Huntsman stated the City followed NRS 293 which outlined what a qualified elector was. This included where the candidate resided for the previous 30 days.

Mr. Green asked Ms. Huntsman if this mirrored Las Vegas. Ms. Huntsman stated that was correct.

Mr. Green asked if this should not be silent in the Charter and ensure it was explicitly stated.

Ms. Clifton asked if it was listed in NRS, would it be necessary to explicitly list it. Mr. Ciccone stated that when topics were written more explicitly, there was still the potential for NRS to change, creating a discrepancy between NRS and Charter. Ms. Clifton asked if NRS would then rule. Mr. Marshall stated it would not since the Charter was more specific. Mr. Shipman stated the issue would be with uniformity with the remainder of the state. He stated he had witnessed this happen previously, creating an overrule by the Secretary of State. Mr. Marshall stated due to what was listed on the presentation regarding other City's qualifications there seemed to be a range of residency requirements. Mr. Shipman stated he was researching Article 2 regarding qualifications and was attempting to understand the modifications. Mr. Marshall stated the City of Reno was defaulting to NRS for general city laws and because of this discrepancy range with other larger cities in Nevada, it

would allow the City of Reno to have different requirements. Mr. Shipman stated he did not disagree; however, he did not have the information cited. Mr. Ciccone stated if the City did not contemplate the requirement, NRS would then tell the City what to require.

Ms. Huntsman stated the Statute was 293.200 Residency Requirements for Candidates. Mr. Shipman quoted NRS 293.200.

Mr. Marshall asked the Committee if the requirement was desired to be increased from 30 days to a different period.

Ms. Huntsman stated it was listed in Section 1 Article 2 stating the qualified elector was required to reside in the area within 30 days.

Mr. Marshall reiterated his previous question to the Committee.

Ms. Piscevich stated the 30-day requirement must be the minimum required. Mr. Brown stated that was what Mr. Marshall was attempting to express and asked if that was something the Committee would like to change.

Mr. Opferman stated she believed 30 days was appropriate. Ms. Clifton agreed.

Mr. Ciccone asked Mr. Brown if this Item would need to be placed on the following Agenda. Mr. Brown clarified that no, it would not need to be placed on the following agenda.

C. Business Items

C1. Overview and discussion of the Reno City Charter Committee's Bylaws (For Possible Action)

Mr. Brown thanked Mr. Ciccone for providing the information ahead of time. He stated it was requested that the gendered language be removed from the bylaws. He asked the Committee if there were any thoughts about the additions.

Ms. Piscevich asked what the additions were. Mr. Brown stated the additions of gender-neutral language.

Mr. Marshall stated that he was focused on the use of themselves versus themselves and he deemed themselves to be more appropriate. He stated there may be a trend of moving away from they, if it is deemed singular, however would leave it up to the City of Reno. Mr. Ciccone stated this was something he also struggled with and would appreciate feedback. Mr. Marshall stated he did not believe too much discussion was required but did have concern regarding decorum rules with consistency of First Amendment issues. He stated he did not know if the Charter Committee could further constrict the rules regarding actual disruption. Mr. Shipman stated he would

defer to the agenda for decorum based on the stated comment. He stated that section could be strike due to it being theoretically under the open meeting law.

Ms. Opferman asked if oneself could be appropriate.

Member Opferman moved to approve amended bylaws with the addition to change the language of the bylaws to the gender-neutral term of oneself. Member Clifton seconded the motion. The motion carried unanimously with Member Shinn absent.

C2. Overview and discussion of approved potential amendments to the Reno City Charter to be included in the Reno City Charter Committee's final report (For Discussion Only)

Mr. Brown thanked Mr. Ciccone for the overview and the changes.

Ms. Opferman stated the information regarding special elections were reflected well and wanted to ensure that if it was changed to the resolution declaring a special election must be adopted no later than the next regular meeting, would this give Staff proper time. Ms. Huntsman stated it would be the next scheduled meeting that would be appropriate for the item to be agendized. Mr. Ciccone stated he would not have been able to provide the insight regarding staff ability and appreciated Ms. Huntsman answering.

Mr. Brown asked Ms. Huntsman if it were to be left as amended would this cause difficulties to Ms. Huntsman's office. Ms. Huntsman stated having a tight turnaround time for completion could impose complications for the Manager's office to provide a created agenda resolution. Ms. Huntsman stated her office maintaining templates for these situations.

Mr. Brown asked Ms. Ciccone what the appropriate timeline would entail for the City Manager's office. Mr. Ciccone stated he did not know the specific amount of time needed due to a special election not being performed in many years. He stated he also prefers to include the turnaround time for the County as they are the individuals running the election, which would typically be 30 days. Ms. Huntsman stated 30 days would be appropriate due to flexibility.

Ms. Piscevich stated to her knowledge the election must be performed in accordance with the Charter Section 0.50. She stated there were a few areas of NRS relaying this information and that she was unsure as to what they stated but was wondering if there were conflicts between NRS and what the Charter was doing. Mr. Shipman stated he investigated the NRS referred to and there were no conflicts as they were specific provisions related to nomination of candidates.

Ms. Piscevich stated the Mayor was a member of the City Council and did it apply to the Mayor's race or only the Wards. Mr. Ciccone stated it did apply to the Mayor's race. Ms. Piscevich stated this was not listed. Mr. Ciccone

stated the Mayor was a member of the City Council. Ms. Piscevich stated she understood this, however, it was not explicit as the Wards and Mayor's race were different. Mr. Brown asked Ms. Piscevich if this was an amendment desired. Ms. Piscevich stated that it was important that it be clarified. Mr. Brown asked if this was a motion.

Mr. Marshall asked Mr. Shipman if the City Council was defined as the Council and Mayor unless otherwise specified. Ms. Piscevich stated it would be beneficial. Mr. Shipman stated it was not explicitly stated as such. Ms. Piscevich stated that Mayor's race or At Large race should be added as she did not see this in the Charter.

Mr. Marshall stated that the 30-day timeline was already discussed however he believed that having it stated no later than the next meeting expressed the urgency of the item and would prefer to stay consistent with the already stated rules.

Mr. Shipman stated that the section applicable in the City Charters was Section 1.014 defining City Council or Council meaning the governing body.

Mr. Ciccone stated to Ms. Piscevich that it did include the Mayor. Ms. Piscevich stated it should potentially be in paragraph 2.

Mr. Marshall stated this would create an oddity of listing the Mayor as separate from the City Council and could create confusion in using the term City Council and whether it would then include the Mayor. He stated it should be left as it was.

Mr. Brown asked the Committee what their thoughts or concerns were regarding the 30-day topic.

Ms. Piscevich stated she agreed with the previously stated statement of before the next regular meeting.

Mr. Brown asked if there was a motion. Ms. Piscevich stated she was willing to make a motion. Mr. Ciccone stated this Item was for discussion only and would be available for motion at the following meeting.

C3. Discussion and potential direction to staff on the Charter Review Process (For Possible Action)

Ms. Piscevich asked if this was regarding Member terms. Mr. Brown stated it was regarding the review process and that the timetable was listed on slide 11 of the presentation. He stated the Committee would finalize the recommendations with the City Council.

Ms. Piscevich asked if all the topics were covered. Mr. Brown stated that the previous agenda item C2 with the approved amendments would be put forward to the Council.

Committee reopens Item C2 for discussion.

Ms. Opferman stated she did not believe C2 was ready to be moved forward with regarding Member terms. She stated the language was not mirrored to the Assembly. Mr. Ciccone stated that he did understand the need to make it clear, however, it was not something the Committee had contemplated previously.

Ms. Clifton stated the need to make the language gender-neutral and remove he/she. Mr. Ciccone agreed and stated in the original outline the gendered terms were listed but he did adjust them to neutral terms.

Ms. Opferman stated the same language used for the Senate should be used for the Assembly. Mr. Ciccone agreed.

Mr. Marshall stated it might be beneficial to stay within the 2 years as there might be changes in the representation of the Senate. He stated he was not sure if this was as important with the Assembly.

Ms. Opferman stated the reason for the change would be for the benefit of staff. Mr. Ciccone agreed. Ms. Opferman stated she was not partial to one way or the other but felt that they were previously trying to correct a concern.

Mr. Marshall asked if there was a change in senatorial representation would the individuals term end. Mr. Ciccone stated that was correct and it was not a typical situation but may happen.

Ms. Clifton stated that once the individual she was represented by was termed, she would also be.

Mr. Marshall asked what happened if someone left mid-term. Mr. Ciccone stated there was a good answer to this question previously stated in another meeting by Mr. Shipman but could not recall it. Mr. Marshall stated tracking the information would be important if something occurred mid-term.

Mr. Ciccone stated that during this interim session, they had 100 percent of Charter Committee appointments made. He stated he did not know if this was unique but that it was important to state.

Ms. Opferman stated with the proposed change there would be a situation with Ms. Clifton as her representative was not running again and did not know if that proposed an additional concern. Mr. Ciccone stated that the Charter was written differently and that he was attempting to write the Charter in comparison to Henderson and North Las Vegas as they better aligned and were written more recently. He stated he would be willing to discuss this further if it raised issues and concerns.

Ms. Clifton stated it was potentially not the highest priority on the Senators list of concerns.

Mr. Marshall stated it should be consistent with subparagraph B and C.

Mr. Brown asked Mr. Ciccone if this was something he could provide and create two sets of amendments in the final review. Mr. Ciccone stated he could.

Ms. Huntsman asked for clarification on information regarding if an individual was appointed during a legislative cycle and the term expired, she thought the member would remain through the legislative cycle regardless of the expiration. Mr. Ciccone stated this would be an example of the norms not living up to the letter of the law.

Ms. Opferman stated it was not a concern that needed to be addressed at this time.

Committee continued with Item C3.

Mr. Marshall asked if June 10th, 2024, was a Monday. Mr. Ciccone stated it was.

Mr. Brown stated action was not necessary at that time.

C4. Update on the status of separation agreements as official public records (For Discussion Only)

Mr. Shipman informed the Committee that separation agreements are official public records.

D. Board/Commission/Committee Member Reports and Announcements – Limited to items that do not appear elsewhere on the agenda. No action may be taken on this item.

None.

E. Future Agenda Items – Discussion of items for future agendas. No action may be taken on this item.

Mr. Green stated he attended the focus group and thought it would be useful to have the information in their future conversations. Mr. Ciccone stated he did not believe the plan for that focus group would come back within the timeline required.

Ms. Piscevich asked if after July, the Committee would not meet until the legislature meets. Mr. Brown confirmed.

F. Public Comment – This item is for either public comment on any action item or for any general public comment and is limited to no more than three (3) minutes for each commentator.

None.

G. Adjournment (For Possible Action)

Member Marshall moved to adjourn the meeting at 7:16 p.m. Member Opferman seconded the motion. The motion carried unanimously with Member Shinn and Coleman absent.

Reno City Charter Committee

2024 Final Report & Recommendations

The following is the final report and recommendations for changes to the Reno City Charter as approved by the Reno City Charter Committee. This document is intended to provide an overview of the committee’s recommendations to the Reno City Council in advance of the 83rd Session of the Nevada Legislature. This report includes a summary of the committee’s 2024 review process and details regarding the recommended amendments.

2024 Committee Review Process

In accordance with Section 1.150 of the Reno City Charter, the Reno City Charter Committee convened in January 2024 for its biennial session and review of the charter. During the meeting, the committee reviewed the purpose and components of the charter and identified topics members wanted to discuss during their review. In addition to the topics identified below, staff provided presentations to the Reno City Charter Committee comparing the City of Reno’s charter to the 4 other urban cities in Nevada. In subsequent meetings, the committee discussed these various issues and debated potential amendments; a summary of the topics examined by the committee is below.

Summary of 2024 Review Process Topics	
Meeting	Topics Discussed as Potential Amendments
February 5	<ul style="list-style-type: none">• Legislative history of City Charter amendments• Identified future topics for consideration
March 4	<ul style="list-style-type: none">• Role & authority of the Mayor• Election process if a candidate receives more than 50 percent of the vote during a primary election• City Attorney – Appointed vs. Elected• Process to fill vacancies on the City Council• Terms of Charter Committee Members• Revisited 2023 Bill Draft Request Language
April 1	<ul style="list-style-type: none">• Role and authority of the Mayor• Duties of the City Manager, City Manager vacancies, appointment of interim city managers, and residency requirements for the City Manager• Election process if a candidate receives more than 50 percent of the voter during a primary election• Process to fill vacancies on the City Council• Terms of Charter Committee Members• Gender Neutral Language
May 6	<ul style="list-style-type: none">• Role and authority of the Mayor

	<ul style="list-style-type: none"> • Duties of the City Manager, City Manager vacancies, compensation for the City Manager, removal of the City Manager, and appointment of interim city managers • Residency requirements for qualified electors
June 10	<ul style="list-style-type: none"> • Will reflect any changes/ additions requested at June 10 meeting/ approval of final report

Summary of Recommended Charter Amendments

As a result of the discussions, the committee recommended four amendments to the Reno City Charter; these amendments are summarized below. An explanation of each amendment, the committee’s vote, and the proposed language is detailed in subsequent sections.

Summary of Recommended Amendments	
Amendment No.	Description
2024-001	Requires that the City Council declare a special election if there is more than 180 days until the next general municipal election
2024-002	Changes the terms of Charter Committee members appointed by the legislature to align with the terms of an individual office holder
2024-003	Requires that the City Manager reside in the City of Reno not later than 6 months after the date of his or her appointment
2024-004	Elimination of gendered language throughout the Reno City Charter

AMENDMENT 2024-001

EXPLANATION: The recommended change would require that Council declare, by resolution, a special election to fill a vacancy on the Council if there are more than 180 days until the next general municipal election

COMMITTEE VOTE: 12-0, with one absent (4/1/2024)

PROPOSED LANGUAGE

ARTICLE I – Incorporation of City

Sec. 1.070 Elective offices: Vacancies. [Effective January 1, 2024.]

1. Except as otherwise provided in this section, a vacancy in the City Council or in the office of City Attorney or Municipal Judge must be filled by a majority vote of the members of the City Council within 30 days after the occurrence of the vacancy. A person may be selected to fill a prospective vacancy in the City Council before the vacancy occurs. In filling a prospective vacancy, each member of the Council, except any member whose term of office expires before the occurrence of the vacancy, may participate in any action taken by the Council pursuant to this section. The appointee must have the same qualifications as are required of the elective

official. The appointee shall serve until the next general municipal election and until his or her successor is elected and qualified.

2. If a prospective vacancy or vacancy occurs in the office of a City Council Member *more than 180 days before the next general municipal election* ~~[, in lieu of appointment]~~, the City Council *must* ~~[may]~~, by resolution, declare a special election to fill the vacancy for the remainder of the unexpired term. The resolution declaring a special election must be adopted *no later than the next regular meeting* ~~[within 30 days]~~ after the occurrence of the vacancy and must state the date set by the City Council for the special election. In the case of a prospective vacancy, the Council may adopt the resolution before the vacancy occurs, but the special election may not be held until after the vacancy occurs. The special election must be conducted in accordance with the provisions of the resolution declaring the special election and section 5.030 of this Charter. A person elected to fill a vacancy at a special election must have the same qualifications as are required of the elected official.

3. A candidate at a special election to fill a vacancy in the office of a City Council Member must be elected only by the registered voters of the ward that the candidate seeks to represent.

AMENDMENT 2024-002

EXPLANATION: The recommended changes would align legislatively-appointed Charter Committee Members with their City Council appointed counterparts. The change would require that the Speaker of the Assembly, Majority Leader of the Senate, and Minority Leaders of both chambers to designate an appointer from the City of Reno's delegation to align with the term of the Charter Committee Member's appointment.

COMMITTEE VOTE: 11-0, one abstention, with one absent (4/1/24)

PROPOSED LANGUAGE

ARTICLE I – Incorporation of City

Sec. 1.140 Charter Committee: Appointment; terms; qualifications; vacancies; compensation.

1. The Charter Committee must be appointed as follows:
 - (a) Each Council Member shall appoint one member;
 - (b) The Mayor shall appoint one member;
 - (c) Except as otherwise provided in subsection 2, the *Majority Leader of the Senate shall designate a* member~~[s]~~ of the Senate delegation representing the residents of the City and belonging to the majority party of the Senate *who* shall appoint two members;

(d) Except as otherwise provided in subsection 2, the *Minority Leader of the Senate shall designate a* member~~[s]~~ of the Senate delegation representing the residents of the City and belonging to the minority party of the Senate *who* shall appoint one member;

(e) Except as otherwise provided in subsection 2, the *Speaker of the Assembly shall designate a* member~~[s]~~ of the Assembly delegation representing the residents of the City and belonging to the majority party of the Assembly *who* shall appoint two members; and

(f) Except as otherwise provided in subsection 2, the *Minority Leader of the Assembly shall designate a* member~~[s]~~ of the Assembly delegation representing the residents of the City and belonging to the minority party of the Assembly *who* shall appoint one member.

2. The:

(a) Majority Leader of the Senate shall appoint the members of the Charter Committee described in paragraph (c) of subsection 1 if there are no members of the Senate representing the residents of the City and belonging to the majority party of the Senate.

(b) Minority Leader of the Senate shall appoint the members of the Charter Committee described in paragraph (d) of subsection 1 if there are no members of the Senate representing the residents of the City and belonging to the minority party of the Senate.

(c) Speaker of the Assembly shall appoint the members described in paragraph (e) of subsection 1 if there are no members of the Assembly representing the residents of the City and belonging to the majority party of the Assembly.

(d) Minority Leader of the Assembly shall appoint the members of the Charter Committee described in paragraph (f) of subsection 1 if there are no members of the Assembly representing the residents of the City and belonging to the minority party of the Assembly.

3. Each member of the Charter Committee:

(a) If appointed by a Council Member or the Mayor, serves during the term of the person by whom he or she was appointed;

(b) If appointed by *a* member~~[s]~~ of the Senate delegation or the Majority Leader or Minority Leader of the Senate, serves *during the term of the person by whom he or she was appointed* ~~[a term of 4 years]~~;

(c) If appointed by *a* member~~[s]~~ of the Assembly delegation or the Speaker or Minority Leader of the Assembly, serves *during the term of the person by whom he or she was appointed* ~~[a term of 2 years]~~;

(d) Must be a registered voter in the City; and

(e) Must reside in the City during his or her term of office.

4. If a vacancy occurs on the Charter Committee, the vacancy must be filled in the same manner as the original appointment for the remainder of the unexpired term.

5. Members of the Charter Committee are entitled to receive compensation, in an amount set by ordinance of the City Council, for each full meeting of the Charter Committee they attend.

AMENDMENT 2024-003

EXPLANATION: The recommended change would require that the City Manager reside within the City of Reno within 6 months of being hired. The current requirement gives the City Manager 6 months to move to the State of Nevada.

COMMITTEE VOTE: 12-0, with one absent (4/1/24)

PROPOSED LANGUAGE

ARTICLE III - Executive Department

Sec. 3.020 City Manager: Duties; compensation; residency; vacancy.

1. The City Manager is the Chief Executive and Administrative Officer of the City Government. He or she is responsible to the City Council for the proper administration of all affairs of the City. The duties and salary of the City Manager must be fixed by the City Council and he or she is entitled to be reimbursed for all expenses incurred in the performance of his or her duties.

2. Except as otherwise provided in this subsection, the City Manager must actually, as opposed to constructively, reside in the State. A person who is appointed as City Manager by the City Council must become an actual resident of the *City of Reno* [State] not later than 6 months after the date of his or her appointment.

3. Any vacancy in the City Manager position must be filled by the City Council not later than 6 months after the vacancy occurs.

4. Subject to the provisions of section 1.090, the City Manager may appoint such staff as he or she deems necessary for the proper functioning of the City.

5. The City Manager may designate an acting City Manager to serve in his or her absence or, if he or she fails to do so, the City Council may appoint an acting City Manager.

6. No member of the City Council may be appointed as City Manager during the term for which he or she was elected, or for 1 year thereafter.

7. The City Manager shall appoint all officers and employees of the City and may remove any officer or employee of the City except as otherwise provided in this Charter. The City Manager may authorize the head of a department or office to appoint or remove his or her subordinates.

AMENDMENT 2024-004

Explanation: The recommended changes would remove any gendered pronouns from the Reno City Charter and replace them with gender neutral pronouns or specific title references. The purpose for the change is to strike all instances of heteronormative language within the Reno City Charter to ensure that the City of Reno's government document recognizes all its citizens and reflects inclusivity goals.

Committee Vote: 10-0, with 3 absent (3/4/2024)

Proposed Language

ARTICLE I – Incorporation of City

Sec. 1.070 Elective offices: Vacancies. [Effective through December 31, 2023.]

1. Except as otherwise provided in this section, a vacancy in the City Council or in the office of City Attorney or Municipal Judge must be filled by a majority vote of the members of the City Council within 30 days after the occurrence of the vacancy. A person may be selected to fill a prospective vacancy in the City Council before the vacancy occurs. In filling a prospective vacancy, each member of the Council, except any member whose term of office expires before the occurrence of the vacancy, may participate in any action taken by the Council pursuant to this section. The appointee must have the same qualifications as are required of the elective official. The appointee shall serve until the next general municipal election and until *the appointee's* ~~his~~ ~~or her~~ successor is elected and qualified.

2. If a prospective vacancy or vacancy occurs in the office of a City Council Member, in lieu of appointment, the City Council may, by resolution, declare a special election to fill the vacancy for the remainder of the unexpired term. The resolution declaring a special election must be adopted within 30 days after the occurrence of the vacancy and must state the date set by the City Council for the special election. In the case of a prospective vacancy, the Council may adopt the resolution before the vacancy occurs, but the special election may not be held until after the vacancy occurs. The special election must be conducted in accordance with the provisions of the resolution declaring the special election and section 5.030 of this Charter. A person elected to fill a vacancy at a special election must have the same qualifications as are required of the elected official.

3. A candidate at a special election to fill a vacancy in the office of a City Council Member who represents a ward must be elected only by the registered voters of the ward that the candidate seeks to represent.

Sec. 1.070 Elective offices: Vacancies. [Effective January 1, 2024.]

1. Except as otherwise provided in this section, a vacancy in the City Council or in the office of City Attorney or Municipal Judge must be filled by a majority vote of the members of

the City Council within 30 days after the occurrence of the vacancy. A person may be selected to fill a prospective vacancy in the City Council before the vacancy occurs. In filling a prospective vacancy, each member of the Council, except any member whose term of office expires before the occurrence of the vacancy, may participate in any action taken by the Council pursuant to this section. The appointee must have the same qualifications as are required of the elective official. The appointee shall serve until the next general municipal election and until *the appointee's* ~~his or her~~ successor is elected and qualified.

2. If a prospective vacancy or vacancy occurs in the office of a City Council Member, in lieu of appointment, the City Council may, by resolution, declare a special election to fill the vacancy for the remainder of the unexpired term. The resolution declaring a special election must be adopted within 30 days after the occurrence of the vacancy and must state the date set by the City Council for the special election. In the case of a prospective vacancy, the Council may adopt the resolution before the vacancy occurs, but the special election may not be held until after the vacancy occurs. The special election must be conducted in accordance with the provisions of the resolution declaring the special election and section 5.030 of this Charter. A person elected to fill a vacancy at a special election must have the same qualifications as are required of the elected official.

3. A candidate at a special election to fill a vacancy in the office of a City Council Member must be elected only by the registered voters of the ward that the candidate seeks to represent.

Sec. 1.080 Mayor and Council Members not to hold other office or employment.

1. The Mayor and Council Members shall not:

(a) Hold any other elective or appointive office, except as provided by law or as a member of a board or commission which is ancillary to the office of Mayor or Council Member and for which no compensation is received.

(b) Hold any other employment with the County, the City or any other political subdivision of the State which is governed or advised by a board or commission to which the Mayor or Council Member may be appointed in the course of *the Mayor or Council Member's* ~~his or her~~ duties as Mayor or Council Member.

(c) Be appointed to any office or position created by or the compensation for which was increased or fixed by the City Council until 1 year after the expiration of the term for which the Mayor or Council Member was elected.

2. Any person who violates the provisions of subsection 1 shall automatically forfeit *the person's* ~~his or her~~ office.

Sec. 1.100 Appointive officers and appointive employees: Miscellaneous provisions.

1. All appointive officers and appointive employees, except the City Clerk and *the City Clerk's* ~~his or her~~ deputy, shall perform such duties as are designated by the City Manager.

2. Any employee of the City holding a Civil Service rating under the City who is appointed to any appointive office or appointive position does not lose *the employee's* ~~[his or her]~~ Civil Service rating while serving in that appointive office or appointive position.

3. The City Council may require from all other officers and employees of the City constituted or appointed under this Charter, except the Mayor and Council Members, sufficient security for the faithful and honest performance of their respective duties.

Sec. 1.130 Oath of office. Every person elected or appointed to fill any office shall subscribe to the official oath as provided by the City Council. Every such person shall swear or affirm that *the person* ~~[he or she]~~ is not under any direct or indirect obligation to vote for, appoint or elect any person to any office, position or employment in the City government

Sec. 1.140 Charter Committee: Appointment; terms; qualifications; vacancies; compensation.

1. The Charter Committee must be appointed as follows:

(a) Each Council Member shall appoint one member;

(b) The Mayor shall appoint one member;

(c) Except as otherwise provided in subsection 2, the members of the Senate delegation representing the residents of the City and belonging to the majority party of the Senate shall appoint two members;

(d) Except as otherwise provided in subsection 2, the members of the Senate delegation representing the residents of the City and belonging to the minority party of the Senate shall appoint one member;

(e) Except as otherwise provided in subsection 2, the members of the Assembly delegation representing the residents of the City and belonging to the majority party of the Assembly shall appoint two members; and

(f) Except as otherwise provided in subsection 2, the members of the Assembly delegation representing the residents of the City and belonging to the minority party of the Assembly shall appoint one member.

2. The:

(a) Majority Leader of the Senate shall appoint the members of the Charter Committee described in paragraph (c) of subsection 1 if there are no members of the Senate representing the residents of the City and belonging to the majority party of the Senate.

(b) Minority Leader of the Senate shall appoint the members of the Charter Committee described in paragraph (d) of subsection 1 if there are no members of the Senate representing the residents of the City and belonging to the minority party of the Senate.

(c) Speaker of the Assembly shall appoint the members described in paragraph (e) of subsection 1 if there are no members of the Assembly representing the residents of the City and belonging to the majority party of the Assembly.

(d) Minority Leader of the Assembly shall appoint the members of the Charter Committee described in paragraph (f) of subsection 1 if there are no members of the Assembly representing the residents of the City and belonging to the minority party of the Assembly.

3. Each member of the Charter Committee:

(a) If appointed by a Council Member or the Mayor, serves during the term of the person by whom *the Charter Committee member* [he or she] was appointed;

(b) If appointed by members of the Senate delegation or the Majority Leader or Minority Leader of the Senate, serves a term of 4 years;

(c) If appointed by members of the Assembly delegation or the Speaker or Minority Leader of the Assembly, serves a term of 2 years;

(d) Must be a registered voter in the City; and

(e) Must reside in the City during *the Charter Committee member's* [his or her] term of office.

4. If a vacancy occurs on the Charter Committee, the vacancy must be filled in the same manner as the original appointment for the remainder of the unexpired term.

5. Members of the Charter Committee are entitled to receive compensation, in an amount set by ordinance of the City Council, for each full meeting of the Charter Committee they attend.

ARTICLE II - Legislative Department

Sec. 2.010 Mayor and City Council: Qualifications; election; term of office; salary. [Effective through December 31, 2023.]

1. The legislative power of the City is vested in a City Council consisting of six Council Members and a Mayor.

2. The Mayor and Council Members must be qualified electors within the City. Each Council Member elected from a ward must continue to live in that ward for as long as *the Council Member* [he or she] represents the ward.

3. The Mayor and one Council Member represent the City at large and one Council Member represents each ward. The Mayor and Council Members serve for terms of 4 years.

4. The Mayor and Council Members are entitled to receive a salary in an amount fixed by the City Council.

Sec. 2.010 Mayor and City Council: Qualifications; election; term of office; salary. [Effective January 1, 2024.]

1. The legislative power of the City is vested in a City Council consisting of six Council Members and a Mayor.

2. The Mayor and Council Members must be qualified electors within the City. Each Council Member elected from a ward must continue to live in that ward for as long as *the Council Member* [he or she] represents the ward.

3. The Mayor represents the City at large and one Council Member represents each ward. The Mayor and Council Members serve for terms of 4 years.

4. The Mayor and Council Members are entitled to receive a salary in an amount fixed by the City Council.

Sec. 2.080 Powers of City Council: Ordinances, resolutions and orders; waiver of salary and benefits.

1. The City Council may make and pass all ordinances, resolutions and orders not repugnant to the Constitution of the United States or the Constitution of the State of Nevada, or to the provisions of Nevada Revised Statutes or of this Charter, necessary for the municipal government and the management of the affairs of the City, and for the execution of all the powers vested in the City.

2. When power is conferred upon the City Council to do and perform anything and the manner of exercising such power is not specifically provided for, the City Council may provide by ordinance the manner and details necessary for the full exercise of such power.

3. The City Council may enforce ordinances by providing penalties not to exceed those established by the Legislature for misdemeanors.

4. The City Council shall have such powers, not in conflict with the express or implied provisions of this Charter, as are conferred generally by statute upon the governing bodies of cities organized under a special charter.

5. Except as otherwise provided in this subsection and subsection 6, the City Council shall not pass any ordinance or resolution increasing or diminishing the salary of any elective officer during the term for which *the elective officer* [he or she] is elected or appointed. The City Council may pass an ordinance increasing the salary of a Municipal Judge during the term for which *the Municipal Judge* [he or she] is elected or appointed.

6. Except as otherwise prohibited or limited by statute or regulation or as otherwise provided in this subsection, the Mayor and any Council Member may waive the payment of any part of the salary and benefits otherwise payable to him or her during any budget year. Any such waiver must be in writing, does not extend beyond the current term of the Mayor or Council Member and may not be rescinded.

ARTICLE III - Executive Department

Sec. 3.010 Mayor: Duties; Vice Mayor.

1. The Mayor:

(a) Shall serve as a member of the City Council and preside over its meetings.

(b) Shall not have any administrative duties.

(c) Must be recognized as the head of the City Government for all ceremonial purposes.

(d) Shall determine the order of business at meetings pursuant to the rules of the City Council.

(e) Is entitled to vote and shall vote last on all roll call votes.

(f) Shall take all proper measures for the preservation of the public peace and order and for the suppression of riots and all forms of public disturbance, for which *the Mayor* [he or she] is authorized to appoint extra police officers temporarily and without regard to Civil Service rules and regulations, and to call upon the County Sheriff or, if that force is inadequate, to call upon the Governor for assistance.

(g) Shall perform such other duties, except administrative duties, as are prescribed by ordinance or by the provisions of Nevada Revised Statutes which apply to a mayor of a city organized pursuant to the provisions of a special charter.

2. At the first regular City Council meeting in November of each year or whenever a vacancy occurs in the office of Vice Mayor, the City Council shall elect one of the Council Members to be Vice Mayor. That person:

(a) Holds that office and title, without additional compensation, for a term of 1 year or until removed after a hearing for cause by a vote of six-sevenths of the City Council or the office otherwise becomes vacant.

(b) Shall perform the duties of Mayor during the absence or disability of the Mayor.

(c) Shall act as Mayor if the office of Mayor becomes vacant until the vacancy is filled pursuant to section 1.070 of this Charter.

Sec. 3.020 City Manager: Duties; compensation; residency; vacancy.

1. The City Manager is the Chief Executive and Administrative Officer of the City Government. *The City Manager* [he or she] is responsible to the City Council for the proper administration of all affairs of the City. The duties and salary of the City Manager must be fixed by the City Council and *the City Manager* [he or she] is entitled to be reimbursed for all expenses incurred in the performance of *the City Manager's* [his or her] duties.

2. Except as otherwise provided in this subsection, the City Manager must actually, as opposed to constructively, reside in the State. A person who is appointed as City Manager by the City Council must become an actual resident of the State not later than 6 months after the date of *the City Manager's* [his or her] appointment.

3. Any vacancy in the City Manager position must be filled by the City Council not later than 6 months after the vacancy occurs.

4. Subject to the provisions of section 1.090, the City Manager may appoint such staff as *the City Manager* [he or she] deems necessary for the proper functioning of the City.

5. The City Manager may designate an acting City Manager to serve in *the City Manager's* [his or her] absence or, if *the City Manager* [he or she] fails to do so, the City Council may appoint an acting City Manager.

6. No member of the City Council may be appointed as City Manager during the term for which *the member of the City Council* [he or she] was elected, or for 1 year thereafter.

7. The City Manager shall appoint all officers and employees of the City and may remove any officer or employee of the City except as otherwise provided in this Charter. The City Manager may authorize the head of a department or office to appoint or remove *the City Manager's* [his or her] subordinates.

Sec. 3.030 City Manager: Removal.

1. The City Council may remove the City Manager from office in accordance with the procedure contained in this section.

2. The City Council shall adopt by affirmative vote of a majority of all its members a preliminary resolution which must state the reasons for removal and may suspend the City Manager from duty for a period not to exceed 15 days. A copy of the resolution must be delivered promptly to the City Manager.

3. Within 5 days after a copy of the resolution is delivered to the City Manager, *the City Manager* [he or she] may file with the City Council a written request for a public hearing. The public hearing must be held at a City Council meeting not earlier than 15 days nor later than 30 days after the request is filed. The City Manager may file with the City Council a written reply not later than 5 days before the hearing.

4. The City Council may adopt a final resolution of removal, which may be made effective immediately, by affirmative vote of a majority of all its members, at any time after 5 days from the date when a copy of the preliminary resolution was delivered to the City Manager if *the City Manager* [he or she] has not requested a public hearing or at any time after the public hearing if *the City Manager* [he or she] has requested one.

5. The City Manager is entitled to receive *the City Manager's* [his or her] salary until the effective date of the final resolution of removal.

Sec. 3.040 City Clerk: Duties.

1. The City Clerk shall:

(a) Keep the corporate seal and all books and papers belonging to the City.

(b) Attend all meetings of the City Council and keep an accurate journal of its proceedings, including a record of all ordinances, bylaws and resolutions passed or adopted by it. After approval at each meeting of the City Council, the City Clerk shall attest the journal after it has been signed by the Mayor.

(c) Sign all warrants for payment issued.

(d) Number and sign all business licenses issued by the City. All business licenses must be in a form devised by the City Clerk and approved by the City Council.

(e) Enter upon the journal the result of the vote of the City Council upon the passage of ordinances, or of any resolution appropriating money, abolishing licenses, or increasing or decreasing the rates of licenses.

(f) Be the official collector of all business license fees and penalties of the City, and all money making up the City revenues, except general taxes and special assessments, must be paid over to him or her.

2. The City Clerk has custody of all the official records of the City. *The City Clerk* ~~[he or she]~~ is responsible to the City Council for the proper discharge of *the City Clerk's* ~~[his or her]~~ duties. The duties and salary of the City Clerk are fixed by the City Council, and *the City Clerk* ~~[he or she]~~ is entitled to be reimbursed for all expenses incurred in the performance of *the City Clerk's* ~~[his or her]~~ duties.

3. The City Clerk may, with approval of the City Council, appoint one Chief Deputy City Clerk and one Manager of Record Systems, who are appointive officers and not subject to the provisions of article IX of this Charter.

4. The City Clerk may designate a member of *the City Clerk's* ~~[his or her]~~ staff as acting City Clerk to:

(a) Administer oaths; and

(b) Perform all the duties of the City Clerk in *the City Clerk's* ~~[his or her]~~ absence.

Sec. 3.060 City Attorney: Qualifications; duties; salary.

1. The City Attorney must be a duly licensed member of the State Bar of Nevada and a qualified elector within the City. Once elected, *the City Attorney* ~~[he or she]~~ shall hold office for a term of 4 years and until *the City Attorney's* ~~[his or her]~~ successor is duly elected and qualified.

2. The City Attorney is the Legal Officer of the City and shall:

(a) Perform such duties as are designated by ordinance;

(b) Be present at all meetings of the City Council;

(c) Be counsel for the Commission;

(d) Devote until *the City Attorney's* ~~[his or her]~~ full time to the duties of the office; and

(e) Not engage in the private practice of law.

3. The City Attorney is entitled to receive a salary as fixed by resolution of the City Council.

4. As *the City Attorney* ~~[he or she]~~ requires in the discharge of the duties of until *the City Attorney's* ~~[his or her]~~ office, the City Attorney may:

(a) Appoint and remove any professional and paraprofessional legal staff, including, without limitation, attorneys, paralegals, investigators, an office administrator and an executive assistant. Professional and paraprofessional legal staff must not be Civil Service employees.

(b) Appoint and remove clerical staff, including, without limitation, management assistants, legal secretaries and advocates. Clerical staff must not be Civil Service employees.

5. The Council may appropriate such an amount of money as it deems proper to compensate the professional and paraprofessional legal staff and clerical staff appointed by the City Attorney pursuant to subsection 4.

6. Any attorney or paralegal who is employed for more than 20 hours per week by the City Attorney shall not engage in the private practice of law.

ARTICLE V – Elections

Sec. 5.010 General elections. [Effective through December 31, 2023.]

1. On the date fixed by the election laws of the State for the statewide general election in November 2002, and at each successive interval of 6 years, there must be elected at the general election, a Municipal Judge, who holds office for a term of 6 years and until until *the Municipal Judge's* ~~[his or her]~~ successor has been elected and qualified.

2. On the date fixed by the election laws of the State for the statewide general election in November 2002, and at each successive interval of 4 years, there must be elected at the general election, a Mayor, Council Members from the second and fourth wards, and a City Attorney, all of whom hold office for a term of 4 years and until their successors have been elected and qualified.

3. On the date fixed by the election laws of the State for the statewide general election in November 2004, and at each successive interval of 6 years, there must be elected at the general election, one or more Municipal Judges, other than the Municipal Judge referred to in subsection 1, all of whom hold office for a term of 6 years and until their successors have been elected and qualified.

4. On the date fixed by the election laws of the State for the statewide general election in November 2004, and at each successive interval of 4 years, there must be elected at the general election, Council Members from the first, third and fifth wards and one Council Member at large, all of whom hold office for a term of 4 years and until their successors have been elected and qualified.

5. In the general election:

(a) A candidate for the office of Council Member who represents a ward must be elected only by the registered voters of the ward that the candidate seeks to represent.

(b) Candidates for the offices of Mayor, Municipal Judge, City Attorney and Council Member at large must be elected by the registered voters of the city at large.

Sec. 5.010 General elections. [Effective January 1, 2024.]

1. On the date fixed by the election laws of the State for the statewide general election in November 2002, and at each successive interval of 6 years, there must be elected at the general election, a Municipal Judge, who holds office for a term of 6 years and until *the Municipal Judge's* ~~[his or her]~~ successor has been elected and qualified.

2. On the date fixed by the election laws of the State for the statewide general election in November 2002, and at each successive interval of 4 years, there must be elected at the general election, a Mayor, Council Members from the second and fourth wards, and a City Attorney, all of whom hold office for a term of 4 years and until their successors have been elected and qualified.

3. On the date fixed by the election laws of the State for the statewide general election in November 2004, and at each successive interval of 6 years, there must be elected at the general election, one or more Municipal Judges, other than the Municipal Judge referred to in subsection 1, all of whom hold office for a term of 6 years and until their successors have been elected and qualified.

4. On the date fixed by the election laws of the State for the statewide general election in November 2004, and at each successive interval of 4 years, there must be elected at the general election, Council Members from the first, third and fifth wards all of whom hold office for a term of 4 years and until their successors have been elected and qualified.

5. On the date fixed by the election laws of the State for the statewide general election in November 2024, and at each successive interval of 4 years, there must be elected at the general election a Council Member from the sixth ward, who holds office for a term of 4 years and until *the Council Member from the sixth ward's* ~~[his or her]~~ successor has been elected and qualified.

6. In the general election:

(a) A candidate for the office of Council Member must be elected only by the registered voters of the ward that the candidate seeks to represent.

(b) Candidates for the offices of Mayor, Municipal Judge and City Attorney must be elected by the registered voters of the city at large.

Sec. 5.060 Ballots for ordinances and Charter amendments. An ordinance or Charter amendment to be voted on in the City shall be presented for voting by ballot title. The ballot title of a measure may differ from its legal title and shall be a clear, concise statement describing the substance of the measure without argument or prejudice. Below the ballot title shall appear the

following question: “Shall the above described (ordinance) (amendment) be adopted?” The ballot or voting machine or device shall be so marked as to indicate clearly in what manner the voter may cast *the voter’s* ~~[his or her]~~ vote, either for or against the ordinance or amendment.

Sec. 5.100 Election returns; canvass; certificates of election; entry of officers upon duties; tie vote procedure.

1. The election returns from any special, primary or general election must be filed with the City Clerk, who shall immediately place those returns in a safe or vault, and no person may handle, inspect or in any manner interfere with those returns until canvassed by the City Council.

2. The City Council and City Manager shall meet within 10 days after any election and canvass the returns and declare the result. The election returns must then be sealed and kept by the City Clerk for 6 months, and no person may have access thereto except on order of a court of competent jurisdiction or by order of the City Council.

3. The City Clerk, under *the City Clerk’s* ~~[his or her]~~ hand and official seal, shall issue to each person declared to be elected a certificate of election. The officers elected shall qualify and enter upon the discharge of their respective duties at the first regular City Council meeting following their election.

4. If any election results in a tie, the City Council shall summon the candidates who received the tie vote and determine the tie as provided in this subsection. The City Clerk shall provide and open in the presence of the candidates who received the tie vote an unused 52-card deck of playing cards, removing any jokers and blank cards. The City Clerk shall shuffle the cards thoroughly and present the shuffled deck to the City Manager, or to the person designated by the City Manager for this purpose. One of the candidates who received the tie vote shall then draw one card from the deck, and the City Clerk shall record the suit and number of the card. The card then must be returned to the deck, and the City Clerk shall shuffle the cards thoroughly and present the shuffled deck to the City Manager, or to the person designated by the City Manager for this purpose, and another of the candidates who received the tie vote shall draw one card from the deck. This process must be repeated until each of the candidates who received the tie vote has drawn one card from the deck and the result of each draw has been recorded. The candidate who draws the high card shall be deemed the winner of the election. For the purposes of this subsection, aces are high and twos are low. If the candidates draw cards of otherwise equal value, the card of the higher suit is the high card. Spades are highest, followed in descending order by hearts, clubs and diamonds. The City Clerk shall issue to the winner a certificate of election.

ARTICLE VIIA - Financing by Tax Increment

Sec. 7A.060 “Mailed notice,” “notice by mail” defined.

1. “Mailed notice” or “notice by mail”, means the giving by the Engineer, City Clerk, or any deputy thereof, as determined by the City Council, of any designated written or printed notice addressed to the last-known owner or owners of each tract in a tax increment area or other designated person at *the designated person’s* ~~[his or her]~~ or their last-known address or

addresses by deposit, at least 20 days prior to the designated hearing or other time or event, in the United States mail, postage prepaid as first-class mail.

2. The names and addresses of such property owners shall be obtained from the records of the County Assessor or from such other source or sources as the City Clerk or the Engineer deems reliable. Any list of such names and addresses pertaining to any tax increment area may be revised from time to time, but such a list need not be revised more frequently than at 12-month intervals if any such list is needed for a period longer than 12 months.

3. Any mailing of any notice required in this article shall be verified by the affidavit or certificate of the Engineer, City Clerk, deputy, or other person mailing the notice, which verification shall be retained in the records of the City at least until all bonds and any other securities pertaining to a Tax Increment Account have been paid in full, or any claim is barred by a statute of limitations.

4. Such verification of mailing is prima facie evidence of the mailing of such notice in accordance with the requirements of this section.

ARTICLE IX - Civil Service

Sec. 9.020 Civil Service and exempt positions.

1. A Civil Service System is created for the selection, appointment and promotion of all employees of the City except:

(a) Any elected official described in section 1.060 or person who is appointed to fill a vacancy pursuant to section 1.070.

(b) A person who serves as a member of any board, commission, committee or other body created pursuant to the authority of the City.

(c) An appointive officer or appointive employee.

(d) A person employed by the City for less than 18 hours per week or 234 hours per fiscal quarter, whichever is greater.

(e) A person who is not subject to the provisions of this article pursuant to section 3.020, 3.040 or 3.060.

(f) A person for whose position half or more of the money is provided by a source other than the City.

(g) An employee of the Municipal Court who is hired directly by the Court.

2. The provisions of this article are not applicable to the selection, appointment, promotion, demotion, transfer, suspension, discipline or dismissal of any person described in subsection 1.

3. Any employee whose position was within the provisions of the Civil Service System before June 2, 2013, shall retain all rights and benefits to which *the employee* ~~[he or she]~~ would otherwise be entitled under the Civil Service System.

Sec. 9.030 Civil Service Commission: Number, appointment, qualifications, terms, compensation of members.

1. A Civil Service Commission is created to carry out the provisions of this article. The Commission consists of seven members appointed by the Mayor with the approval of the City Council.

2. Members must:

- (a) Be residents of the City.
- (b) Have no other connection with the City government.
- (c) Hold no elective office.
- (d) Serve for terms of five years.
- (e) Receive compensation as provided by City ordinance.

3. One term of office shall begin on the second Monday in July in each successive year. A member shall serve until *the member's* ~~[his or her]~~ successor is appointed and qualified. A vacancy occurring during a term must be filled by the Mayor with the approval of the City Council for the remainder of that term.

Sec. 9.130 Return to Civil Service. An employee with confirmed Civil Service rating who is appointed to an exempt position shall not lose *the employee's* ~~[his or her]~~ Civil Service rating while serving in that exempt position.

Sec. 9.180 Classification plan: Preparation; requirements; review of classification.

1. The City Manager or *the City Manager's* ~~[his or her]~~ designee shall:

(a) Prepare, maintain and, as necessary, revise a classification plan for all positions in the Civil Service.

(b) Allocate each position in the Civil Service to a class set forth in the classification plan.

2. Each class of employees that is set forth in the classification plan must include, without limitation, a title, a definition or statement of the characteristics of the class, a list of typical tasks or examples of the duties of the class, a list of the knowledge, skills and abilities required for employees in the class, a statement that describes the minimum qualifications of employees in the class and any other information that the City Manager determines is necessary for the proper classification and supervision of positions in the Civil Service. The minimum qualifications shall be subject to review and approval by the Commission as part of its responsibility for recruiting and selecting employees.

3. The City Manager shall allocate positions into each class by grouping positions that have similar qualifications and levels of difficulty and responsibility such that the similarities justify similar treatment.

4. Any employee in the Civil Service who is adversely affected by the allocation or reallocation of *the employee's* ~~[his or her]~~ position to a class pursuant to subsection 1 may request to have the classification reviewed by the Commission. A request for such a review must be submitted to the Commission not more than 30 calendar days after the employee receives notification of the allocation or reallocation of the employee's position by the City Manager.

5. In reviewing the allocation or reallocation of an employee's position pursuant to subsection 4, the Commission shall make findings as to the duties, responsibilities and qualifications of the position. If the Commission finds that a position is not classified correctly, the Commission shall notify the City Council and City Manager of its findings. Upon receiving such notification, the City Council shall review the findings of the Commission and, if approved by the City Council, the City Manager shall allocate or reallocate the position to a class pursuant to the findings of the Commission.

Sec. 9.260 Duties and authority of City Manager.

1. All employees in the Civil Service, other than those employed by the Commission, shall hold their positions at the pleasure of the City Manager and shall perform their assigned duties under *the City Manager's* ~~[his or her]~~ direction, subject to the provisions of this article. No employee in the Civil Service shall be suspended, demoted, dismissed or disciplined except as provided in this article.

2. The City Manager or *the City Manager's* ~~[his or her]~~ delegate may bring disciplinary action against any employee in the Civil Service who:

(a) Is unable to or fails for any reason to perform *the employee's* ~~[his or her]~~ duties properly and efficiently.

(b) Is guilty of any actions which reduce *the employee's* ~~[his or her]~~ effectiveness as an employee or bring discredit on the City service.

(c) Has violated any provision of this article or of Commission rules.

3. The City Manager shall immediately report any suspension of more than 3 days or any action of demotion or termination to the Secretary of the Commission and at the same time deliver to the Secretary and to the affected employee copies of a complaint setting forth the action taken and the reasons for that action, with the name of the original complainant if other than the City Manager.

4. Whenever a written complaint against any employee in the Civil Service is made to the City Manager *the City Manager* ~~[he or she]~~ shall immediately communicate it to the Secretary of the Commission.

5. The City Manager or *the City Manager's* ~~[his or her]~~ delegate have the authority to adjust an employee's salary within the salary range for the class on the basis of quality and quantity of the employee's work. The Commission shall by rule provide for appeals from such adjustment on a showing that it was made principally for disciplinary purposes.

Sec. 9.270 Appeals to the Commission.

1. An employee in the Civil Service who has been suspended for a period of more than 3 days or who is the subject of an action by the City Manager to demote or terminate him or her may appeal such action to the Commission by serving the Secretary of the Commission with a written notice of appeal within 10 days after such action. The Commission shall set the time for hearing the appeal not less than 5 nor more than 15 days after the date of service of the notice of appeal.

2. The Commission shall adopt a rule for hearing such appeals and making any investigations it deems appropriate. The City Attorney or, if applicable, special counsel retained pursuant to section 3.070 shall represent the interest of the City in appeals to the Commission.

3. In connection with any hearing or investigation contemplated by this article each member of the Commission may administer oaths, secure by subpoena the attendance of witnesses residing within 50 miles of the City and the production of books and papers relevant to the hearing or investigation, compel witnesses to answer and punish for contempt in the same manner as provided by law for the governing of trials before justices of the peace for failure to answer or produce books and other evidence necessary for the hearing. All witnesses must be under oath. The accused has the right to be heard in person and by attorney in *the accused's* ~~his or her~~ own defense and is entitled to secure the attendance of witnesses at the expense of the City if within the reach of the Commission's subpoena and necessary for *the accused's* ~~his or her~~ defense. Upon a showing of necessity an accused may secure from the Commission an order requiring the taking of depositions of witnesses who are necessary to *the accused's* ~~his or her~~ defense and not within the reach of a subpoena. The Commission shall determine to what extent the expense of such depositions will be paid for by the City. Hearings on appeal must be reported and may be transcribed if a transcript is necessary for a deliberation of the Commission or for an appeal to the district court. The Commission shall render its decision within 7 days after the date of the hearing.

4. The action taken by the City Manager may be affirmed, modified or revoked by the Commission. If the Commission finds that the reason for which the action was taken is insufficient or conflicts with the provisions of this Charter, the Civil Service rules and regulations, or any applicable law, it must modify or revoke the action.

5. The Commission shall adopt a rule for the hearing and disposition of appeals concerning procedures or the content of examinations.

Sec. 9.290 Salary of suspended, demoted or disciplined employee. No employee shall be deprived of any salary or wages for the period of time *the employee* ~~he or she~~ may be suspended, demoted or dismissed pending a hearing and decision unless such disciplinary action or removal shall be sustained by the Commission.