



# City Manager's Office

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## MEMORANDUM

**DATE:** August 16, 2024

**TO:** Mayor and City Council

**THROUGH:** Jackie Bryant, Interim City Manager **Approved Electronically**

**FROM:** Lauren Morris, Agenda Manager

**SUBJECT:** August 28, 2024, DRAFT Reno City Council Meeting Agenda

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This memo is intended to provide an overview of the anticipated agenda for the Reno City Council meeting on Wednesday, August 28, 2024. This is a draft, and agenda items may be revised or removed prior to posting. Additional items not listed in this draft may also appear on the final agenda. The final agenda will be physically posted in compliance with Nevada Revised Statutes (NRS) 241.020(3) (notice of meetings) at Reno City Hall, 1 East First Street, Reno, Nevada 89501. In addition, the final agenda will be electronically posted in compliance with NRS 241.020(3) at [Reno.gov](http://Reno.gov), and NRS 232.2175 at [notice.nv.gov/](http://notice.nv.gov/).

### Reno City Council Meeting

#### A Introductory Items

A.1 Pledge of Allegiance

A.2 Roll Call

A.3 Public Comment

A.3.1 Public Comment

A.4 Approval of the Agenda (For Possible Action) – 28 August 2024

A.5 Approval of Minutes

A.5.1 Reno City Council – Regular – 24 July 2024 10:00 AM (For Possible Action)

**B Consent Agenda (All consent items may be approved together with a single motion, be taken out of order, and/or be heard and discussed individually.)**

- B.1** Staff Report (For Possible Action): Approval of Privileged Business License - Dining Room Alcohol, Package Alcohol (New) - Liberty Toast, Patrick Murray, Michael Svagdis, George Mboya, 2001 East Plumb Lane.

**Summary:**

This is an application (R163126Q-APP-2024) by SSP America Inc, located within the airport at 2001 East Plumb Lane (Exhibit A), for dining room alcohol and package alcohol at Liberty Toast. The business is situated in Ward 3 and is zoned under Mixed-Use Airport (MA). The Planning Division has recommended approval of the application noting that the business can operate from 6:00 a.m. to 11:00 p.m. Additionally, police background checks for the applicants, Patrick Murray, Michael Svagdis, and George Mboya, have been submitted. Staff recommends Council approve the privileged business license for dining room alcohol and package alcohol at Liberty Toast.

- B.2** Staff Report (For Possible Action): Approval of Privileged Business License - On-Premises Alcohol (Change of Ownership) - Honey Bar, Richard Casazza, 299 East Plumb Lane, Suite 180.

**Summary:**

This is an application (R162846Q-APP-2024) by RPM HEX LLC for a change of ownership in Honey Bar, located at 299 East Plumb Lane, Suite 180 (Exhibit A), and its existing business activities, which include on-premises alcohol. The business is situated in Ward 3 and is zoned under Mixed-Use Urban (MU). The Planning Division has recommended approval of the application, noting that the business can operate from 6:00 a.m. to 11:00 p.m. Additionally, a police background check for the applicant, Richard Casazza, has been submitted. Staff recommends Council approve the change of ownership and privileged business license for on-premises alcohol at Honey Bar.

- B.3** Staff Report (For Possible Action): Approval of Privileged Business License - Package Alcohol (Change of Description) - Timber Ridge, Patrick Murray, Michael Svagdis, George Mboya, 2001 East Plumb Lane.

**Summary:**

This is an application (R101344Q-AMD-2024a) by SSP America Inc, located within the airport at 2001 East Plumb Lane (Exhibit A), to add package alcohol sales at Timber Ridge. The business is situated in Ward 3 and is zoned under Mixed-Use Airport (MA). The Planning Division has recommended approval of the

application, noting that the business can operate from 6:00 a.m. to 11:00 p.m. Additionally, police background checks for the applicants, Patrick Murray, Michael Svagdis, and George Mboya, have been submitted. Staff recommends Council approve the privileged business license for package alcohol at Timber Ridge.

- B.4** Staff Report (For Possible Action): Approval of an amended Contract for Security Services between the City of Reno and Universal Protection Service, LLC dba Allied Universal Security Services to update the rate charged through September 30, 2025, for a not-to-exceed amount of \$1,850,655.36. (State and Local Fiscal Recovery Funds [SLFRF] and General Fund)

**Summary:**

Allied Universal Security Services has provided security services in accordance with City needs since January 2014. The current contract with Allied Universal Security Services began on October 1, 2021, and ends on September 30, 2025. On June 14, 2023, Council approved an amended contract for security services that included additional security services, increased the rate charged for the positions, and extended the term of the December 7, 2022, amendment as to the City Corporation Yard to September 30, 2025. However, this amendment only included rates through June 30, 2023. This amended contract includes rates through the end of the original contract. Staff recommends Council approval to amend the current contract with Universal Protection Service, LLC dba Allied Universal Security Services with current rates from July 1, 2024, to September 30, 2025, for a not-to-exceed amount of \$1,850,655.36.

- B.5** Staff Report (For Possible Action): Authorization to purchase new factory ammunition for the Reno Police Department (RPD) from Salt Lake Wholesale Sports utilizing the Joinder provision of Nevada Revised Statutes (NRS) 332.195 and Nevada State Contract 99SWC-NV23-15157 in an amount not to exceed \$400,405. (General Fund)

**Summary:**

Each year, the Reno Police Department (RPD) must replenish its ammunition for operational and training purposes. RPD is requesting to purchase new factory ammunition for fiscal year (FY) 2025 from an existing vendor that has a current contract with beneficial pricing through the State of Nevada. Specifically, staff recommends Council authorize RPD to purchase ammunition from Salt Lake Wholesale Sports in an amount not to exceed \$400,405 utilizing the Joinder provision in the Nevada State Contract 99SWC-NV23-15157 as allowed under Nevada Revised Statutes (NRS) 332.195.

- B.6** Staff Report (For Possible Action): Acceptance of a Nevada State Historic Preservation Office (SHPO) Historic Preservation Fund (HPF) Subgrant for staff

to attend the National Alliance of Preservation Commissions (NAPC) biennial conference FORUM in West Palm Beach, Florida, from August 1-4, 2024, in the amount of \$4,368.

**Summary:**

This item is for the acceptance of a grant from the Nevada State Historic Preservation Office (SHPO) Historic Preservation Fund (HPF) for two staff members to attend the National Alliance of Preservation Commissions (NAPC) biennial conference FORUM from August 1-4, 2024, in West Palm Beach, Florida, in the amount of \$4,368.

- B.7** Staff Report (For Possible Action): Approval of the Reno Arts & Culture Commission (RACC) Fiscal Year (FY) 2024/2025 Work Plan.

**Summary:**

Each year, the Reno Arts & Culture Commission (RACC) creates a work plan based on the annual budget allocation from Room Tax to Arts & Culture and the Public Art Fund. At their meeting on July 15, 2024, the RACC approved a work plan for fiscal year (FY) 2024/2025. The work plan includes funding legacy and ongoing programs as well as new initiatives. Staff recommends Council approve the Fiscal Year 2024/2025 Work Plan.

- B.8** Resolution No. \_\_\_\_\_ (For Possible Action): Resolution of the City Council of the City of Reno, Nevada, to transfer to the Director of the Nevada Department of Business and Industry all of the City of Reno's Private Activity Bond Cap for 2024 to Arrowleaf, LP, for the benefit of the project identified as "Arrowleaf on Harvard" and providing other details in connection therewith.

**Summary:**

An application for all the City's Volume Cap has been received. This application is for the development of a multi-family, affordable housing rental project in Reno known as Arrowleaf on Harvard. Subject to Council's resolution to make the transfer, the requested amount of Volume Cap will be transferred to the State of Nevada Department of Business and Industry for bond issuance and will address the City's priority to support affordable housing. Allocating the City's Volume Cap to the development of this multi-family rental project will provide up to 168 units of affordable rental housing, all of which will serve those households making between 40 and 70 percent of the area median income (AMI). Staff recommends Council approval of the attached resolution which provides for the transfer of all the City of Reno's 2024 Private Activity Bond Volume Cap to the Director of Business and Industry for the benefit of the development of Arrowleaf on Harvard Apartments project in Reno.

- B.9** Staff Report (For Possible Action): Resolution of the Reno City Council Amending Resolution Number 9153, adopting an amended salary schedule for Reno Municipal Court employees not covered by an employee-management contract or collective bargaining agreement, reflecting a three percent cost-of-living salary increase, and adopting a corresponding salary increase for affected employees, to cost (\_\_\_\_\_) for fiscal year 24-25, (\_\_\_\_\_) for fiscal year 25-26, and (\_\_\_\_\_) for fiscal year 26-27; together with other matters properly relating thereto.

**Summary:**

The interim City Manager has requested that the Municipal Court salary schedule be increased by three percent (3.0%), effective the first full pay periods in July 2024, July 2025, and July 2026, and the base salaries of unrepresented hourly employees be increased by the same amount effective on the same dates.

Additionally, the interim City Manager has requested the implementation of the City's 2022 Classification and Compensation Study.

- B.10** Staff Report (For Possible Action): Resolution of the Reno City Council Amending Resolution Number 9154, adopting an amended salary schedule for unrepresented hourly employees not covered by an employee-management contract or collective bargaining agreement, reflecting three percent cost-of-living salary increases, and adopting a corresponding salary increase for affected employees, to cost (\_\_\_\_\_) for fiscal year 24-25, (\_\_\_\_\_) for fiscal year 25-26, and (\_\_\_\_\_) for fiscal year 26-27; together with other matters properly relating thereto.

**Summary:**

The interim City Manager has requested that the Unrepresented Hourly salary schedule be increased by three percent (3.0%), effective the first full pay periods in July 2024, July 2025, and July 2026, and the base salaries of unrepresented hourly employees be increased by the same amount effective on the same dates.

Additionally, the interim City Manager has requested the implementation of the City's 2022 Classification and Compensation Study.

- B.11** Staff Report (For Possible Action): Resolution of the Reno City Council Amending Resolution Number 9155, adopting an amended salary schedule for mid-management employees not covered by an employee-management contract or collective bargaining agreement, reflecting a three percent cost-of-living salary increases, and adopting a corresponding salary increase for affected employees, to cost (\_\_\_\_\_) for fiscal year 24-25, (\_\_\_\_\_) for fiscal year 25-26, and (\_\_\_\_\_) for fiscal year 26-27; together with other matters properly relating thereto.

**Summary:**

The interim City Manager has requested that the mid-management salary schedule be increased by three percent (3.0%), effective the first full pay periods in July 2024, July 2025, and July 2026, and the base salaries of mid-management employees be increased by the same amount effective on the same dates.

Additionally, the interim City Manager has requested the implementation of the City's 2022 Classification and Compensation Study.

- B.12** Staff Report (For Possible Action): Resolution of the Reno City Council Amending Resolution Number 9156, adopting an amended salary schedule for Management employees not covered by an employee-management contract or collective bargaining agreement, reflecting a three percent cost-of-living salary increases, and adopting a corresponding salary increase for affected employees, to cost (\_\_\_\_) for fiscal year 24-25, (\_\_\_\_) for fiscal year 25-26, and (\_\_\_\_) for fiscal year 26-27; together with other matters properly relating thereto.

**Summary:**

The interim City Manager has requested that the mid-management salary schedule be increased by three percent (3.0%), effective the first full pay periods in July 2024, July 2025, and July 2026, and the base salaries of management employees be increased by the same amount effective on the same dates.

Additionally, the interim City Manager has requested the implementation of the City's 2022 Classification and Compensation Study.

- B.13** Resolution No.\_\_\_\_ (For Possible Action): Resolution donating Council Discretionary Funds to Join Together Northern Nevada in support of the Just One Pill Event and their mission to create a healthy drug-free community by building successful partnerships to support prevention education and outreach in the amount of \$2,500. (General Fund)

**Summary:**

Mayor Schieve would like to allocate \$2,500 from Council Discretionary Funds assigned for fiscal year (FY) 24/25 to Join Together Northern Nevada. Discretionary funds are allocated to each Council Member each FY to be used to help support the initiatives of local 501(c)(3) nonprofit organizations. Staff recommends approval of the Resolution to donate these funds.

- B.14** Resolution No.\_\_\_\_ (For Possible Action): Resolution donating Council Discretionary Funds to Sleep in Heavenly Peace a non-profit dedicated to building beds for children in the amount of \$500. (General Fund)

**Summary:**

Councilmember Ebert would like to allocate \$500 from Council Discretionary Funds assigned for fiscal year (FY) 24/25 to Sleep in Heavenly Peace. Discretionary funds are allocated to each Council Member each FY to be used to help support the initiatives of local 501(c)(3) nonprofit organizations. Staff recommends approval of the Resolution to donate these funds.

**C Public Hearings - 10:00 AM (Items scheduled to be heard at a specific time will be heard no earlier than the stated time, but may be heard later.)**

- C.1** Staff Report (For Possible Action) Case No. LDC24-00050 (The Canyons PUD Amendment) – A request has been made for an amendment to The Canyons Planned Unit Development (PUD) handbook to: a) increase the number of residential units from 81 to 126; b) reduce the number of land use categories and villages; c) modify the allowed uses within each land category; d) make changes to various environmental standards including grading, feral horse management, and open space requirements; and e) make changes to other development standards including site, building, and roadway design, among other modifications. The ±161.23 acre site is located east of the eastern terminus of Mine Shaft Drive. The site is within The Canyons PUD zoning district and has the Master Plan land use designations of Single-Family Neighborhood (SF) and Parks, Greenways, and Open Space (PGOS).

**Summary:**

The ±161.23-acre site consists of four parcels located generally east of the terminus of Mine Shaft Drive. This is a request for a handbook amendment to The Canyons Planned Unit Development (PUD). Formatting, table of contents, etc. will be administratively adjusted prior to any ordinance adoption. Key issues include: 1) the overall development plan, land use, and residential density; 2) hillside development, open space, and grading standards; 3) architectural theme and landscape standards; 4) feral horse management standards; 5) wildland urban interface standards; 6) administration, implementation, and organization of the handbook; and 7) conformance with the Master Plan. Staff and the Planning Commission recommend Council approve the requested PUD handbook amendment.

- C.2** Resolution No. \_\_\_\_\_ (For Possible Action): Resolution approving Purchase and Sale Agreement with Regional Transportation Commission of Washoe County for property located at 0 Clear Acre Lane (Assessor's Parcel Numbers [APNs] 004-082-18, 004-061-29, 004-061-20, 004-061-26, 004-061-22, and 035-033-02), Reno, Nevada, for the purchase price of \$2,256,000, together with other matters which pertain to or are necessarily connected therewith.

**Summary:**

The Regional Transportation Commission (RTC) currently owns 27 acres of surplus property located at 0 Clear Acre Lane, Reno, Nevada, which has been identified as an ideal location for an affordable housing project. In this collaborative effort, the City of Reno will act solely as an intermediary, facilitating the sale of the property from RTC to the City of Reno, followed by its immediate purchase by the Northern Nevada Building and Construction Trades Council Development Corporation. The City of Reno's role is to broker the facilitation, which will enable the Northern Nevada Building and Construction Trades Council Development Corporation to acquire the property quickly in order to construct affordable and workforce housing.

- C.3** Resolution No. \_\_\_\_\_ (For Possible Action): (1) Public Hearing to determine “fair market value” of six parcels of land located at the southwest corner of Clear Acre Lane and Scottsdale Road in Reno, Nevada, having Assessor’s Parcel Numbers (APNs) 004-082-18, 004-061-29, 004-061-20, 004-061-26, 004-061-22, and 035-033-02 and commonly known as 0 Clear Acre Lane (appraised at \$2,656,000 without a reduction for the Truckee Meadows Water Authority [TMWA] water tank development impacts); (2) Approval of the terms of a sale of the Property to the Northern Nevada Building and Construction Trades Council Development Corporation for the approved fair market value under an “Agreement for Economic Development and Purchase/Sale of Real Property (0 Clear Acre)”; (3) Adoption of a Resolution determining that is in the best interest of the public to sell the Property under Nevada Revised Statutes (NRS) 260.063 without first offering it to the public, and authorizing the City Manager to finalize and approve the sale of the Property.

**Summary:**

The Regional Transportation Commission (RTC) currently owns 27 acres of surplus property located at 0 Clear Acre Lane, Reno, Nevada, which has been identified as an ideal location for an affordable housing project. In this collaborative effort, the City of Reno will act solely as an intermediary, facilitating the sale of the property from the RTC to the City of Reno, followed by its immediate purchase by the Northern Nevada Building and Construction Trades Council Development Corporation to facilitate the construction of affordable and workforce housing. With plans to build 400 affordable housing units, 240 units of workforce housing, and commercial space, Northern Nevada Building and Construction Trades Council Development Corporation desires to purchase the property at 0 Clear Acre Lane (Assessor’s Parcel Numbers [APNs] 004-082-18, 004-061-29, 004-061-20, 004-061-26, 004-061-22, and 035-033-02) for its fair market value minus a \$400,000 reduction for the Truckee Meadows Water Authority (TMWA) water tank development impacts established by Council. Under Nevada Revised Statutes (NRS) 268.063, the City would sell the Property to Northern Nevada Building and



Construction Trades Council Development Corporation without first offering it to the public because the housing units would qualify as an Economic Development Project. A draft “Agreement for Economic Development and Purchase/Sale of Real Property (0 Clear Acre) is attached for review and approval by Council. Staff requests that Council: 1) set the fair market value of the Property based on one appraisal which sets the value at \$2,656,000, minus a \$400,000 reduction for the TMWA water tank development impacts; 2) review the attached draft “Agreement for Economic Development and Purchase/Sale of Real Property (0 Clear Acre)” (the “Agreement”); and 3) adopt a resolution required by NRS 268.063 that it is in the best interest of the public to sell the Property without first offering it to the public, and approving the sale Agreement and authorizing the City Manager to finalize and approve it. The City is authorized under NRS 268.063 to sell property without first offering it to the public if the sale is for an Economic Development Project as defined in NRS 268.063 (4)(a)(4).

- C.4** Staff Report (For Possible Action): Discussion and potential approval of the Collective Bargaining Agreement between the City of Reno and the Reno Fire Department Administrators’ Association (RFDA) for the period from July 1, 2024, through June 30, 2027, to cost \$1,050,429 for fiscal year (FY) 24/25; \$1,550,234 for FY 25/26; and \$1,567,631 for FY 26/27.

**Summary:**

The City of Reno and the Reno Fire Department Administrators’ Association (RFDA) have reached a tentative agreement on a Collective Bargaining Agreement (CBA) for the three-year period from July 1, 2024, through June 30, 2027. The RFDA membership has approved the CBA. Staff recommends Council review and approve the agreement.

**D Department Items**

**City Attorney**

- D.1** Staff Report (For Possible Action): Approval of an amendment to the Economic Development and Purchase/Sale Agreement to convey City-owned property commonly known as 0 Riverside Drive (Assessor’s Parcel Numbers [APNs] 010-590- 01 and 02, 010-591-01 and 02, 010-592-01 to 06, 010-593-01 to 06, 010-594-01 to 06, 010-595-01 to 06, 010-601-01 to 06, 010-602-01 to 04, 010-603-01 to 04, and 010-604-01) adding a standdown provision and a reimbursement mechanism for work completed to date related to a quiet title action, allowing an assignment from BUIILT. Investments, LLC, to Riverside Development, LLC, memorializing First Centennial for Escrow and other miscellaneous items.

**Summary:**

The City of Reno is in contract with Built Investments, LLC to sell the property at 0 Riverside Drive for an economic development project. However, title insurance companies have refused to provide title insurance unless the City prosecutes a quiet title action in state court to clear the many liens that remain on the title report, even after a certification from Tax Title Services stating that the County properly foreclosed on the property and notified the property owners before transferring to the City. Staff is recommending an amendment to the current Economic Development and Purchase/Sale Agreement addressing this challenge and other clean up items. The buyer has expended costs for pre-development activities of the site including a reversion to acreage and an approved Specific Plan District (SPD). Due to the unforeseen inability to obtain a clear title, the amendment puts in place a standdown provision recognizing that the buyer shall not incur further time and expenses related to the due diligence and development of the property except for costs related to the demolition of the existing structure on site and adding a backflow prevention device to the stormwater outflow pipe. If the City is unable to obtain an order of quiet title from the court within 18 months, the City agrees to reimburse the buyer for its expenses for work completed. The amendment allows other miscellaneous clean ups such as memorializing First Centennial Title for escrow, allowing an assignment from Built Investments, LLC to Riverside Development, LLC, and addresses certain easements.

- D.2** Staff Report (For Possible Action): Request for approval from Council to initiate and prosecute a quiet title action in State District Court for the parcels having Assessor's Parcel Numbers (APNs) 010-590-01 and 02, 010-591-01 and 02, 010-592-01 to 06, 010-593-01 to 06, 010-594-01 to 06, 010-595-01 to 06, 010-601-01 to 06, 010-602-01 to 04, 010-603-01-04, and 010-604-01, located to the north of the Truckee River and west of the terminus of Riverside Drive, commonly known as 0 Riverside Drive.

**Summary:**

The City of Reno is in contract with BUILT. Investments, LLC to sell the property to BUILT. Investments, LLC for an economic development project. However, title insurance companies refuse to provide title insurance unless the City prosecutes a quiet title action in state court to clear the many liens that remain on the title report.

**Development Services**

- D.3** Staff Report (For Possible Action): Case No. TXT23-00005 (Title 18 Zoning Code Clean-Up) – Presentation, discussion, and potential direction to staff regarding TXT23-00005 Reno Municipal Code (RMC) Title 18 Annexation and Land Development to address clean-up refinements including grammatical errors,

inconsistencies with regulations and unintended deletions or insertions, together with matters which pertain to or are necessarily connected therewith.

**Summary:**

In January of 2021 the City of Reno adopted a new zoning code, and as part of that adoption it was always anticipated that some code clean-up would be necessary. In June of 2022, Council initiated a text amendment to the Title 18 Annexation and Land Development Code, to address those outstanding zoning code clean-up items including grammatical errors, inconsistencies with regulations, and unintended deletions or insertions. The draft changes have been reviewed through a technical advisory committee and through a series of stakeholder meetings, public outreach meetings, and with the Planning Commission. Prior to moving forward with a formal final draft, staff is seeking input from Council on the proposed changes. Upon feedback from Council, staff will prepare a draft ordinance for review by the Planning Commission and ultimately for approval by Council. Staff recommends Council review the proposed changes and provide feedback.

**Housing and Neighborhood Development**

- D.4** Staff Report (For Possible Action): Approval of an agreement between the City of Reno and Volunteers of America (VOA) to provide placement and rental assistance at the Village on Sage for a pilot Rapid Rehousing program for the period from September 1, 2024, through September 1, 2026, in an amount not to exceed \$200,000. (Fiscal Year 23/24 Contingency Funds)

**Summary:**

There are a subset of individuals currently experiencing homelessness that have nominal income, are not in need of permanent supportive housing services, and are on the Reno Housing Authority (RHA) waitlist. This agreement will fund a pilot program in an amount not to exceed \$200,000, providing participants gap rental assistance and support at the Village on Sage while awaiting longer term support with RHA.

**Parks and Recreation**

- D.5** Staff Report (For Possible Action): Presentation on the status of the request for qualifications (RFQ) #2024-13 for Pembroke Flat Field Development utilizing American Rescue Plan Act (ARPA) funds on City-owned land, and discussion on construction, operations, maintenance, and possible next steps.

**Summary:**

Staff will provide an update on the status regarding submitted request for qualifications (RFQ) proposals for the Pembroke Flat Field improvements on a City-owned parcel on Pembroke Drive (east of Veterans Parkway), including an evaluation of feasibility, assessment of the proposals, and potential next steps based on Council direction.

**Public Works**

- D.6** Staff Report (For Possible Action): Presentation, discussion, and potential approval of the Truckee River Vision Plan prepared by Dig Studio with regard to the cohesive plan of the Truckee River corridor and adjacent land within unincorporated Washoe County and the City of Reno from the California state line to the border of Sparks including direction to staff to pursue project opportunities outlined in the implementation plan including but not limited to safety, water and ecological systems, mobility and connectivity, parks and open space, land use and design, and public art.

**Summary:**

On March 8, 2023, Council approved \$3M of State and Local Fiscal Recovery Funds (SLFRF) received through the American Rescue Plan Act (ARPA) to invest in the Truckee River Experience. On July 12, 2023, the City of Reno and Washoe County released the Truckee River Plan request for qualifications (RFQ) for a consultant to develop a cohesive plan for the Truckee River. The scope included land use and design, micromobility and connectivity, parks and open space, and safety and sustainability.

Dig Studio was the selected professional consultant to provide a cohesive plan of the Truckee River corridor and adjacent land within unincorporated Washoe County and the City of Reno from the California state line to the border of Sparks, Nevada. Council approved a contract in the amount of \$329,627 in SLFRF received through the ARPA on May 19, 2021.

Through extensive review of previous plans, on site analysis of the corridor, and over 30,000 points of engagement with stakeholders and the public, Dig has completed the Truckee River Vision Plan.

Plan Overview

- Truckee River Vision Statement:
  - The Truckee River Corridor will be a safe, clean, and vibrant source of joy and inspiration for the Reno and Washoe County community.

The river will serve as the heartbeat of the region, providing equitable access to all for recreation and enjoyment, ecological benefits to humans and wildlife alike, and acting as the front door to neighborhoods.

- What we heard:
  - 89% of participants ranked “Parks & Open Space” as extremely important
  - The top three reasons people do not use the river are cleanliness and aesthetics, safety concerns, and lack of trail connectivity
- Truckee River Vision Plan Goals:
  - Goal 1: Encourage a clean and safe river
  - Goal 2: Build a connected river
  - Goal 3: Implement a cohesive plan for consistency in design and maintenance
  - Goal 4: Celebrate the river as a recreational asset
  - Goal 5: Prioritize the ecological function of the river
- Recommendations by category
  - Safety, water, and ecological systems
  - Mobility and connectivity
  - Parks and open space
  - Land use and design
  - Public art
- Implementation plan with the level of priority, funding, and partnership recommendations and estimated budget.

## **City Manager’s Office**

- D.7** Staff Report (For Possible Action): Presentation, discussion, and potential acceptance of the report regarding downtown updates for the month of July 2024.

### **Summary:**

Reno City Council has identified the downtown core and Business Improvement District (BID) as priority areas in the 2020 to 2025 City of Reno Strategic Plan, the City of Reno Downtown Action Plan, and the City of Reno Master Plan. Through cross-departmental collaboration, investments prioritized by Council, innovative actions, and improved service delivery, staff continues to work to ensure the downtown core is clean, safe, livable, and vibrant. As directed by Council at the April 24, 2024, Reno City Council meeting, monthly reports are being brought forward to highlight the work being done in downtown.

**D.8** Staff Report (For Possible Action): Acceptance of the second, final audit follow-up regarding the 2023-01E Payroll Performance Audit issued August 23, 2023.

**Summary:**

Purpose of Audit – The City of Reno engaged vendor BerryDunn to perform an independent performance audit of its payroll processes to help ensure compliance with laws and regulations as well as to report on the adequacy of the Payroll Division’s processes. Twelve findings resulted from the audit; a finding is noted when the auditors identify an area of noncompliance with documented policies or processes outside of best practices. Simply put, findings identify areas of risk.

On May 22, 2024, the first follow-up was reported at the Reno City Council meeting and four of the findings had been resolved. The eight outstanding audit findings relate to technology upgrades and training programs, generally.

This second follow-up to the audit includes new management responses with their current responsive measures which are highlighted in yellow in the attached document. After this second audit follow-up, all findings have been resolved and no additional follow-up is scheduled.

**D.9** Staff Report (For Possible Action): Acceptance of the audit follow-up regarding the 23-02 Civil Service Audit issued February 28, 2024.

**Summary:**

The purpose of the audit was to determine if the administration of the Civil Service program is operating consistently, efficiently, equitably, and in accordance with documented policies, procedures, and laws. The risk of fraud, waste, and abuse relative to the audit objectives was also evaluated.

Seven findings resulted from the audit. A finding is noted when audit testing identifies an area of noncompliance with documented policies or best practices. Simply put, findings identify areas of risk. Four of the findings have been resolved by the corrective actions identified by management. Three audit findings have been partially implemented and additional follow-up is scheduled in six months. The remaining audit exceptions relate to comprehensive and iterative training programs, the Classification and Compensation Guidelines Manual, and City Charter updates.

The Civil Service Commission received a presentation at their August 8, 2024, meeting.

The Financial Advisory Board (FAB) functions as the City’s Audit Committee to provide expertise and a review of audit reports. The FAB was provided the 23-02

Civil Service Audit follow-up document for their August 8, 2024, meeting for discussion, review, and approval.

**D.10** Staff Report (For Possible Action): Presentation, discussion, and possible action regarding the 24-02 Fire Inspection Fees Audit Report.

**Summary:**

Purpose of Audit – To assess the overall processes, outcomes, and fee suitability of the Fire Inspection program and to determine if it is operating consistently, efficiently, equitably, and in accordance with documented policies, procedures, and laws. The risk of fraud, waste, and abuse relative to the audit objectives were also evaluated.

The audit is to provide an independent, objective analysis of the internal control environment for Fire Inspection Fees, and to determine if departmental invoicing procedures are reasonable and in compliance with established policies and best practices. To achieve these objectives, Audit interviewed applicable City employees, reviewed departmental policies and procedures, sample-tested report metrics, and evaluated current procedures against best business practices.

This audit identified 13 findings; a finding is noted when Audit identifies an area of noncompliance with documented policies or best practices. Simply put, findings identify areas of risk. The 13 findings are categorized into four distinct sections: Program Objectives Achievement, Fee Collections, Software, and Expenditures. Of the 13 findings, 11 are directed at the Reno Fire Department (RFD), and two are directed at other departments for recommendations and management responses.

Audit Findings

Program Objectives Achievement

- Inspection Policy and Metrics
- Permit Issuance

Fee Collections

- Administrative Duties
- Non-Profit Fire Inspection Fee Assessment
- Non-Profit Workflow
- Governmental Agencies Inspection Fee Assessment
- Late Fees are Not Assessed
- Credit Card Processing

Software

- Invoice Processing
- Duplication of Efforts

Expenditures

- Invoice Authorization
- Authorized Signature Verification
- Records Retention

The audit procedures included reasonable care and professional skepticism required by industry standards. The resulting findings are based on the sufficient, reasonable, and appropriate evidence obtained during fieldwork.

**D.11** Staff Report (For Possible Action): Discussion and direction under Article 3.1(B), Extension Terms: Termination, of the Amended and Restated Exclusive Franchise Agreements between Refuse, Inc. and Reno Disposal Company, Inc. (Collectively Contractor), and the City of Reno.

**Summary:**

In accordance with Article 3.1(B) of the following agreements between Refuse, Inc. and Reno Disposal Company, Inc. (Collectively Contractor), and the City of Reno, the City of Reno must provide written notice of termination not less than five (5) years prior to the expiration of the initial term and extension term:

- Amended and Restated Exclusive Area Franchise Agreement Commercial Solid Waste and Recyclable Materials
- Amended and Restated Exclusive Franchise Agreement Residential Solid Waste and Recyclable Materials
- Amended and Restated Disposal Agreement Solid Waste and Recyclable Materials

Contractor is also known as Waste Management.

The initial term expiration is November 7, 2029; therefore, the notice of termination must be provided to the contractor by November 7, 2024. Council can authorize the Notice of Termination or take no action and the Agreements will automatically extend until November 7, 2034, in accordance with the same provision.

**E Ordinances - Introduction (Other Ordinance, Introduction items may be found under the following agenda sections: Public Hearings, and/or Standard Department Items.)**

**F Ordinances – Adoption**

**F.1** Ordinance Adoption – Bill No. 7275 (For Possible Action): An Ordinance to amend Title 8, Chapter 8.10, of the Reno Municipal Code entitled “Offenses Against Property”, prohibiting trespassing upon railroad tracks; and other matters properly relating thereto.



**Summary:**

On August 14, 2024, City staff provided a presentation and introduced an ordinance for first reading to help address railroad maintenance access, reduce repair costs and stormwater collection system interference, and ensure the corridor is unobstructed in case of emergencies.

Council approved the ordinance introduction of a new Reno Municipal Code (RMC) in Title 8, Chapter 8.10, as Section 8.10.011 prohibiting trespassing upon railroad tracks. Staff recommends Council approve the second reading and adoption of the new ordinance into RMC Title 8.

**G City Clerk**

**H Mayor and Council**

**H.1** City Council Comments, including announcements regarding City boards and commissions, activities of local charitable organizations and upcoming local community events. (Non-Action Item)

**I Public Hearings - 6:00 PM (Items scheduled to be heard at a specific time will be heard no earlier than the stated time, but may be heard later.)**

**I.1** Staff Report (For Possible Action): Case No. LDC24-00015 (NV Energy Utility Corridor) Appeal of the Planning Commission's decision to include Condition of Approval No. 9 in their approval of a conditional use permit to: a) establish a major utility to allow for the construction of a new overhead 120kV electrical power line, and b) allow for hillside development. Condition No. 9 requires matching of the general alignment as presented in the Final Environmental Impact Statement. The corridor alignment for the utility is generally located between the Bordertown substation (Cold Springs area) to the north and the California substation (Verdi area) to the south. Approximately 4.1 miles of the overall ±10.9 mile Nevada portion of the power line are within the City of Reno with the remainder in unincorporated Washoe County. The request is a Project of Regional Significance (PRS) and requires an amendment to the Truckee Meadows Regional Plan to establish a new regional utility corridor. Appeals were filed by the applicant, NV Energy, and Heinz Ranch Land Company LLC. City Council may affirm, modify, or reverse the decision of the Planning Commission.

**Summary:**

This is a public hearing to consider an appeal of the Planning Commission's decision to include Condition of Approval No. 9 in their approval of a conditional use permit to: a) establish a major utility to allow for the construction of a new overhead 120kV electrical power line, and b) allow for hillside development. The

applicant had proposed to deviate from the alignment evaluated in the Final Environmental Impact Study (FEIS) on two private parcels to better facilitate future development within the Stonegate Planned Unit Development (PUD). As proposed, the corridor would jog  $\pm 0.4$  miles west and straddle the property lines of four existing parcels (one developed) with pole placement through forested areas at elevations  $\pm 60$  feet higher than the FEIS alignment. Condition No. 9 requires that the alignment of the utility corridor generally match the alignment presented in the FEIS in the Cold Springs area. Appeals of the Planning Commission's decision have been filed (**Exhibit A**), and are generally summarized below:

- NV Energy appealed noting a negotiated utility easement recorded in 2020 as the preferred alignment in the Cold Springs area, the opinion that the Planning Commission erred in determining required findings, and that there is "...no discernable difference in impacts to the public between this modified alignment and the FEIS route."
- Heinz Ranch Land Company LLC appealed noting a negotiated utility easement recorded in 2020 as the preferred alignment in the Cold Springs area, that "the Planning Commission erred in adopting Condition 9 rather than utilizing the Heinz Ranch easement," and that the FEIS route is not "...compatible with surrounding development as contemplated by the Stonegate PUD or with the pending Master Plan Amendment and Zoning Map Amendment sought by Heinz Ranch."

**J Public Comment (This item is for either public comment on any action item or for any general public comment.)**

**J.1 Public Comment**

**K Adjournment (For Possible Action)**