



C I T Y O F
RENO
Memorandum

DATE: 10/30/24

TO: Mayor and City Council

THROUGH: Jackie Bryant, Interim City Manager

FROM: Frank Avera, Manager

DEPT: Maintenance and Operations

SUBJECT: City Hall Remodel Project – Reno City Council Move to 16th Floor

As part of the ongoing City Hall Remodel Project, we are pleased to announce that the 16th floor space designated for Reno City Council operations is nearing completion. Council members will be able to move into the new space during the week of December 16th.

Move Coordination

The Council Relations Team will work closely with each Council member to facilitate a smooth transition. They will assist with the coordination and relocation of IT equipment, furniture, and any other necessary items to ensure all Council members are settled in their new offices efficiently.

Pre-Move Tours

To provide an opportunity for Council members to preview the new office space, Maintenance and Operations will be available to lead tours on November 20th. Tours will be scheduled prior to the Reno City Council Meeting and again during the lunch break.