Memorandum

## DATE: November 1, 2024

## TO: Mayor and City Council

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

## FROM: Tyler Shaw, Agenda Manager

## DEPT: City Manager’s Office

## SUBJECT: November 13, 2024 - DRAFT Reno City Council Meeting Agenda

This memo is intended to provide an overview of the anticipated agenda for the Reno City Council meeting on Wednesday, November 13, 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](https://reno.primegov.com/public/portal), and NRS 232.2175 at [notice.nv.gov/](https://notice.nv.gov/).

## Reno City Council Meeting

1. **Introductory Items**
   1. **Pledge of Allegiance**
   2. **Roll Call**
   3. **Public Comment**
      1. Public Comment
   4. **Approval of the Agenda (For Possible Action) – 13 November 2024**
   5. **Approval of the Minutes** 
      1. Reno City Council - Regular - 25 September 2024 10:00 AM (For Possible Action)
      2. Reno City Council - Regular - 9 October 2024 10:00 AM (For Possible Action)
2. **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.)**
   1. Staff Report (For Possible Action): Approval of Privileged Business License ­ Restricted Gaming (New) ­ Winner's Gaming Inc dbat Shop N Go, Robert King, 3650 Lakeside Drive. [Ward 2]   
        
      **Summary:**This is an application (R163916G-APP-2024) by Winner's Gaming Inc, a licensed slot route operator, to operate seven (7) slot machines at Shop N Go. The business is located at 3650 Lakeside Drive (Exhibit A) in Ward 2 and the zoning designation is Neighborhood Commercial (NC). Planning comments note that restricted gaming with seven slots is an allowed accessory use to the existing convenience store and may operate 24 hours a day as allowed by LDC24- 00048 (Exhibit B). Staff recommends that Council approve the privileged business license for restricted gaming for Winner's Gaming Inc dbat Shop N Go.
   2. Staff Report (For Possible Action): Approval of Privileged Business License ­ Package Alcohol (New) ­ Maverik 704, Tyler Call, 195 Kietzke Lane. [Ward 3]   
        
      **Summary:**This is an application (R163444Q-APP-2024) by Maverik 704 for package alcohol. The business is located at 195 Kietzke Lane (Exhibit A) in Ward 3, and the zoning designation is Mixed-Use Urban (MU). Planning comments note that the gas station and convenience store with accessory package alcohol sales is permitted through LDC22-00063 (Exhibit B), with 24-hour operation allowed. A background check has been submitted to the Reno Police Department. Staff recommends that Council approve the privileged business license for package alcohol for Maverik 704.
   3. Staff Report (For Possible Action): Approval of Privileged Business License ­ Secondhand Dealer (New) ­ Patriot Pickers, Christopher Quattrin, Home­Based Business [Ward 4]   
       **Summary:**This is an application (R162191A-APP-2024) by Patriot Pickers for a secondhand dealer license. This is a home-based business located in Ward 4 and a background check has been completed by the Reno Police Department. Staff recommends that Council approve the privileged business license for Patriot Pickers.
   4. Staff Report (For Possible Action): Approval of Privileged Business License ­ Add­On Cabaret (Change of Description) ­ Belleville Wine Bar, Nicolas Gourdon, 400 West 5th Street, Unit 101. [Ward 5]   
       **Summary:**This is an application (R157210Q-AMD-2024a) by Belleville Wine Bar for a change of description to add cabaret activity. The business is located at 400 West 5th Street (Exhibit A) in Ward 5 and the zoning designation is Mixed-Use Downtown Northwest Quadrant District (MDNWQ). Planning comments note that the existing wine bar adding cabaret/live entertainment is an allowed use. Indoor live entertainment is permitted from 10:00 a.m. to 11:00 p.m., with all windows and doors required to be closed after 9:00 p.m. Outdoor live entertainment is allowed from 10:00 a.m. to 10:00 p.m. A background check has been submitted to the Reno Police Department. Staff recommends that Council approve the privileged business license for cabaret activity for Belleville Wine Bar.
   5. Staff Report (For Possible Action): Approval of Privileged Business License ­ Secondhand Dealer (New) ­ Soaring Threads, Manuela Tonar, Home­Based Business. [Ward 5]   
       **Summary:**This is an application (R162769A-AMD-2024a) by Soaring Threads for a secondhand dealer license. This is a home-based business located in Ward 5 and a background check has been completed by the Reno Police Department. Staff recommends that Council approve the privileged business license for Soaring Threads.
   6. Staff Report (For Possible Action): Award of Contract to Novotx for the asset management platform Elements XS, including the initial implementation and annual software license for a term of five years, in an amount not to exceed $773,863. (Street Fund, Sewer Fund, General Fund)   
       **Summary:**Novotx's Elements XS is a comprehensive enterprise asset and work order management platform that will be directly integrated with the City's ArcGIS Enterprise system and would be utilized on a daily basis by the Maintenance & Operations Department's Street, Sewer and Stormwater System, and Facility maintenance divisions. This software would be used for tracking and scheduling the work our department performs across the City, issuing and inventorying parts, providing reports, and other functions. Elements XS would be deployed to replace the work order tracking solutions currently deployed by these divisions. Staff recommends Council approve the Novotx Elements XS Sales Agreement and continue supporting and maintaining the City's above-ground, below-ground, and vertical assets.
   7. Staff Report (For Possible Action): Approval of Contract Renewal for the MaxorPlus Administrative Contract for a three-­year period, January 1, 2025 ­ December 31, 2027, to achieve an estimated savings of approximately $500,000 per year to the self­-funded health plan. (Self-­funded Medical Funds)   
        
      **Summary:**MaxorPlus provides various services in the administration of the City of Reno pharmacy benefit program. As a “carve-out” from the health plan, MaxorPlus offers benefit management services whereby pharmacy benefits are detached from the medical plan and managed separately. MaxorPlus provides access to cost-saving opportunities such as a preferred pharmacy network, prescription claims adjudication, rebate negotiation, required compliance activities, and clinical management. As our Pharmacy Benefit Manager (PBM) MaxorPlus provides patient-facing support to employees to manage prescription benefits. As pharmacy benefit costs rise with the increase in specialty drugs and direct patient marketing, a PBM becomes the link to managing costs. This past fiscal year we experienced an actual decrease in plan costs per member/per month, with plan costs per prescription decreasing as well. Total net plan cost for the pharmacy benefit during Fiscal Year 2023-24 was $6,321,422. The prior year average net plan cost was $6,926,791. In preparation for the January 1, 2025 renewal, MaxorPlus presented a proposal through the City’s broker, Lockton Companies.
   8. Staff Report (For Possible Action): Approval of Agreement with the City of Reno, City of Sparks, and the TRI General Improvement District to establish the rate to provide treated effluent from the Truckee Meadows Water Reclamation Facility to the TRI General Improvement District.   
       **Summary:**The Cities of Reno and Sparks (Cities) are required to adopt a fee structure for effluent service per Article 8 of the previously approved Agreement for Treated Effluent. Article 8 provides the established rates can be provided for by agreement of the parties. A cost for service has been derived from a rate study conducted by Farr West Engineering (now known as DOWL) and is proposed within the attached agreement. The rate covers operation and maintenance costs as well as depreciation. Staff recommends approval of the agreement establishing the rates.
   9. Staff Report (For Possible Action): Approval of: (1) At-­Grade Crossing Agreement with Union Pacific Railroad for Crystal Park Road; and (2) Reimbursement Agreement with Toll North Reno, LLC in the amount of $1,192,786. [Ward 5] **Summary:**The Santerra-Quilici project is located in the Verdi area and is being proposed for development by Toll Brothers (Toll). The project was entitled as LDC21-00017. The project is required to improve the existing at-grade railroad crossing at Crystal Park Road. The UPRR will only enter into an agreement to improve a crossing with a public agency. The Reimbursement Agreement subject of this Council action is between Toll and the City and it proposes that Toll reimburse the City for all costs associated with the improvements, including ongoing maintenance costs. This cost is $1,192,786. The At-Grade Crossing Agreement subject of this Council action is between the City and the UPRR and outlines the terms and conditions of the construction and maintenance associated with the improved crossing.
   10. Staff Report (For Possible Action): Approval of staff recommendation to select PCL Construction, Inc. (PCL Construction) for Construction Manager­At­Risk (CMAR) on the Truckee Meadows Water Reclamation Facility Dewatering Building project and approve the Owner­CMAR Pre­Construction Services Agreement with PCL Construction in the amount of $992,539. (Sewer Fund)   
        **Summary:**Staff advertised a Request for Proposals (RFP) in the newspaper and applicants submitted proposals to be the Construction Manager-At-Risk (CMAR) for the Truckee Meadows Water Reclamation Facility (TMWRF) Dewatering Building. Following Nevada Revised Statutes (NRS) Chapter 338 provisions, a panel of seven reviewed the proposals, selected the proposers to interview, conducted interviews, and provided final rankings for the three contractors. The panel determined that PCL Construction, Inc. was the highest-ranking applicant. NRS provides that the City of Reno (Reno) may now enter into a contract for pre-construction services with the highest-ranking applicant. Under this pre-construction services agreement, PCL Construction will perform, manage, and supervise the pre-construction services for the TMWRF Dewatering Building project located at 8500 Clean Water Way, Reno NV, 89502. The services provided by the CMAR during pre-construction include, but are not limited to, coordination with the Owner and Engineer, establishing early project construction cost estimates, contracting, coordinating, and managing centrifuge pilot testing, determination of potential early procurement items, confined space entry for near term repairs of the existing dewatering building, design assistance and constructability review, risk management, scheduling, developing construction systems or methods for cost reduction or value engineering. Awarding a pre-construction services agreement does not guarantee that the proposer will be awarded a construction contract. Staff recommends that Council approve the selection of PCL Construction for CMAR on the TMWRF Dewatering Building project and approve the Owner-CMAR Pre-Construction Services Agreement with PCL Construction in an amount of $992,539.
   11. Staff Report (For Possible Action): Acceptance of Washoe County, State and Local Fiscal Recovery Funds (SLFRF) ­ American Rescue Plan Act (ARPA) grant funding in the amount of $200,000, and approval of a sub­recipient agreement between the City of Reno and Washoe County to utilize the ARPA funding in support of the City’s Park Ranger Program along the Truckee River corridor.   
        **Summary:**At the Board of County Commissioners Meeting on August 20, 2024, the Board approved item 19.8, authorizing $200,000 in funding for the Truckee River Rangers Program. This initiative aims to enhance the consistency of patrols, programming, and citizen engagement along the Truckee River Corridor. The Board also adopted Resolution 23-177, which authorizes the grant of ARPA funds to the City of Reno for this purpose. The proposed agreement will formalize the partnership between Washoe County and the City of Reno to support the ongoing efforts to protect and maintain the Truckee River corridor. The pending Subgrant Agreement is authorized to be signed by the County Manager and the City of Reno.
   12. Staff Report (For Possible Action): Acceptance of Sub­grant Award from the Nevada Department of Veterans Services (NDVS) to support the City of Reno's Annual Military Sports Camp event in September 2025 in the amount of $12,050.  
          
       **Summary:**   
       The VA Sierra Nevada Health Care System (VASNHCS), in Reno, Nevada, provides primary and secondary care to a large geographical area that includes 20 counties in Northern Nevada and Northeastern California. Approximately 120,000 veterans reside in this region, with Reno representing the largest urban area. For that reason, the Nevada Department of Veterans Services (NDVS) applied for and received a United States Department of Veterans Affairs Adaptive Sports Grant to support the City of Reno's Annual Military Sports Camp in the amount of $12,050.
   13. Staff Report (For Possible Action): Acceptance of Sub­grant Award from Move United to support a two­day cycling clinic for Project HERO City of Reno Veterans in the amount of $6,000.  
         
       **Summary:**   
       The City of Reno provides year-round accessible recreation activities and is a Chapter member of Move United. For that reason, Move United applied for, and received, a Department of Veterans Affairs Grant to support a two-day cycling clinic for Project HERO City of Reno Veterans in the amount of $6,000.
   14. Staff Report (For Possible Action): Approval of an Amendment to the FY 2024 Special Event Sponsorship Awards, allocating an additional $8,000 to the Midtown Merchants Association Dancing in the Streets event. (General Fund)  
         
       **Summary:**  
       Council Members Martinez and Taylor would like to release $4,000 each in Council Discretionary funds back to the General Fund. They request that the funds be used to amend the Special Events Sponsorship award allocations in support of City costs associated with the Midtown Merchants Association Dancing in the Streets event.
   15. Resolution No. \_\_\_ (For Possible Action): Approval of Resolution to (1) Vacate an existing irrevocable offer to dedicate right­of­way to the City of Reno along Golden Valley Road; and (2) Establish a revised irrevocable offer to dedicate additional right­of­way to the City of Reno along Golden Valley Road. [Ward 4]   
         
       **Summary:**   
       Document No. 5162540 was recorded on April 6, 2021, that irrevocably offered to dedicate additional right of way along Golden Valley Road in anticipation of the Golden Valley Plaza project being developed. The Golden Valley Plaza is a proposed 9.5-acre mixed use commercial project on the west side of Golden Valley Road just north of the 395 freeway. The right-of-way configuration for Golden Valley Road along the frontage of the Golden Valley Plaza project has been revised and this means that the configuration of the existing irrevocable offer to dedicate needs to be revised. The resolution subject of this council action vacates (or terminates) the existing irrevocable offer to dedicate and replaces it with one based on the revised right-of-way needs. There are no utilities or improvements within the property subject of the irrevocable offer.
   16. Resolution No.\_\_\_ (For Possible Action): Resolution donating Reno Access Advisory Committee (RAAC) funds to the Reno Ice Sled Hockey Club to support the Reno Rumble Sled Hockey Tournament and Toyota Sled Hockey Nationals in the amount of $5,000. (General Fund)  
          
       **Summary:**   
       The Reno Ice Sled Hockey Club submitted a funding request to the Reno Access Advisory Committee (RAAC) and presented at its regularly scheduled meeting on September 24, 2024 to request funds to support the Reno Rumble Sled Hockey Tournament and Toyota Sled Hockey Nationals. At this meeting, the RAAC unanimously recommended Council approval of a $5,000 donation to the Reno Ice Sled Hockey Club to defray expenses associated with attending tournament and nationals. Staff recommends Council approve to donate $5,000 of Reno Access Advisory Committee (RAAC) Funds to the Reno Ice Sled Hockey Club.
3. **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.)**
4. **Department Items**

**City Manager’s Office**

* 1. Staff Report (For Possible Action): Presentation, discussion, and potential acceptance of the report regarding downtown updates for the month of September 2024.  
      **Summary:**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.

1. **Ordinances - Introduction (Other Ordinance, Introduction items may be found under the following agenda sections: Public Hearings, and/or Standard Department Items.)**
2. **Ordinances – Adoption**
   1. Ordinance Adoption– Bill No. 7277 (For Possible Action): Ordinance No. \_\_\_\_\_\_\_\_\_ An Ordinance Authorizing the Issuance by the City of Reno, Nevada of its General Obligation (Limited Tax) Capital Improvement Refunding Bonds (Additionally Secured By Pledged Revenues), Series 2024 in the Maximum Aggregate Principal Amount of $26,000,000 for the Purpose of Refunding Certain Outstanding Obligations of the City; and Providing Other Matters Relating Thereto.   
        
      **Summary:**  
      The outstanding City of Reno, Nevada, General Obligation (Limited Tax) Capital Improvement Refunding Bonds (Additionally Secured by Pledged Revenues), Series 2013A (the "2013 Bonds") are proposed to be refinanced for interest rate savings. This is a request to adopt an ordinance authorizing the issuance by the City of Reno, Nevada of its General Obligation (Limited Tax) Capital Improvement Refunding Bonds (Additionally Secured by Pledged Revenues), Series 2024, and providing other matters relating thereto. Staff recommends Council adoption of Ordinance No.\_\_\_\_.
   2. Ordinance Adoption – Bill No. 7278 (For Possible Action): Case No. LDC24­00031 (Bella Vista Ranch Phase II PUD Amendment) ­ Ordinance to amend Title 18, Chapter 18.02 of the Reno Municipal Code, entitled "Zoning," to change the text in the planned unit development (PUD) handbook to: a) reduce the amount of nonresidential from ±178,600 sq. ft. to ±117,612 square feet; b) increase the maximum dwelling units from ±575 units to ±609 units; and c) modify the allowed land uses, design standards, development standards, and street design standards; together with matters which pertain to or are necessarily connected therewith. [Ward 3]  
        
      **Summary:**  
      The request is to update the Bella Vista Ranch Phase II PUD Handbook. Updates include allowing residential uses in the previously designated commercial area, decreasing the maximum square footage of allowed nonresidential, increasing the number of allowed residential by 34 units, and eliminating outdated code standards and development standards that are no longer consistent with Reno Municipal Code (RMC). Key issues related to the request are: 1) compatibility of the proposed zoning and development standards with surrounding land uses; 2) conformance with current code; and 3) protection of natural resources. The Planning Commission could make all of the findings and recommends approval of the amendment.
   3. Ordinance Adoption ­ Bill No. 7279 (For Possible Action): Case No. LDC24­00016 (Calvary Chapel Zone Change) Ordinance to amend Title 18, Chapter 18.02 of the Reno Municipal Code, entitled “Zoning,” rezoning a ±2.16 acre site located on the east side of Edison Way, ±728 feet south of its intersection with Mill Street, from Industrial Commercial (IC) to Mixed Employment (ME); together with matters which pertain to or are necessarily connected therewith. [Ward 3]  
        
      **Summary:**  
      The ±2.16-acre site consists of a single parcel located east of Edison Way, south of its intersection with Mill Street (220 Edison Way). The attached ordinance is a zoning map amendment from Industrial Commercial (IC) to Mixed Employment (ME). Staff recommends Council approve the requested zoning map amendment.
3. **City Clerk**
   1. Staff Report (For Possible Action): Discussion and potential appointment of up to two individuals to the Civil Service Commission from the following pool of applicants, listed in alphabetical order: Michaelangelo Aranda, Melany Denny, Krystal Minera­Alvis, William Richardson, and KaPreace Young.  
         
      **Summary:**There are currently two vacancies on the Civil Service Commission. Staff has received applications from Michaelangelo Aranda, Melany Denny, Krystal Minera-Alvis, William Richardson, and KaPreace Young. The term of appointment for the vacancies is for the period from November 1, 2024, through June 30, 2029.
   2. Staff Report (For Possible Action): Discussion and potential appointment of up to two individuals to the Financial Advisory Board from the following pool of applicants, listed in alphabetical order: Joseph Schmitt.   
        
      **Summary:**  
      There are currently two vacancies on the Financial Advisory Board (FAB). Staff has received an application from Joseph Schmitt. The FAB met on October 10, 2024, and recommended the appointment of Joseph Schmitt. The term of appointment will be from December 1, 2024, through November 30, 2029.
   3. Staff Report (For Possible Action): Discussion and potential appointment of Kathleen Teipner as the City of Reno Citizen Representative to the Technical Review Committee of the Washoe County HOME Consortium.   
        
      **Summary:**  
      The individual jurisdictions of the Washoe County HOME Consortium are responsible for filling their jurisdiction’s technical and non-technical staff vacancies on the Technical Review Committee (TRC). Staff recommends the appointment of Kathleen Teipner to this committee.
   4. Staff Report (For Possible Action): Discussion and potential appointment of up to five individuals to the Ward 4 Neighborhood Advisory Board (NAB) and/or two alternates from the following pool of applicants, listed in alphabetical order: Larissa Buening, Ernest Burdick, Kelsey Meno, and Kelly Orr.   
        
      **Summary:**  
      There are five (5) vacancies for a Ward 4 Neighborhood Advisory Board (NAB) member and two (2) vacancies for Alternate Members on the Ward 4 NAB. The Clerk’s Office received applications from Larissa Buening, Ernest Burdick, Kelsey Meno, and Kelly Orr. The term for appointment for all positions will be from November 1, 2024, through September 30, 2027.
   5. Staff Report (For Possible Action): City Council annual election of Vice Mayor from the following list of Council Members, listed in alphabetical order: Jenny Brekhus, Naomi Duerr, Meghan Ebert, Miguel Martinez, Devon Reese, or Kathleen Taylor.  
        
      **Summary:**  
      Pursuant to Section 3.010 (2) of the Reno City Charter, “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 one 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 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.”
4. **Mayor and Council**
   1. City Council Comments, including announcements regarding City boards and commissions, activities of local charitable organizations and upcoming local community events. (Non-Action Item)
5. **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.)**
6. **Public Comment (This item is for either public comment on any action item or for any general public comment.)**
   1. Public Comment
7. **Adjournment (For Possible Action)**